



# *Town of Glastonbury*

GLASTONBURY, CONNECTICUT 06033



ANNUAL TOWN REPORT      JULY 1, 1973 — JUNE 30, 1974



## COVER ILLUSTRATION

### THE GIDEON WELLES BIRTHPLACE— LINK FROM HISTORY TO HORIZON

No single building in Glastonbury has been a closer witness to the changes of the past or the hopes of the future than the stately Gideon Welles House, restored once again to its original location (corner Main Street and Hebron Avenue) and assuming a role as the focal point of the Town. Restoration should be completed early in 1975.

Built in 1783 as a gift for the wedding of Ann Hale and Samuel Welles, Jr., the impressive house linked two of Glastonbury's most significant families—prominent in the seventeenth century and attaining even greater recognition in the nineteenth. It is Glastonbury's best known landmark.

Gideon Welles was born on July 1, 1802 in the house that was already a link to his grandfather, the Revolutionary War Captain, Samuel Welles, and to the even more famous 17th Century governor of the Colony, Thomas Welles. By 1826, Gideon had become the youthful editor of the Hartford Times, an organ of the Democratic Party in Connecticut. Serving in State legislature, then as Comptroller of the State and Postmaster of Hartford under Presidents Jackson and Van Buren, his promising political career led him to appointments as naval bureau chief under President Polk and then Secretary of the Navy under Presidents Lincoln and Johnson. For his accomplishments in building the navy's first "ironclad", Gideon has been called the "Father of the Navy."

As one of Abraham Lincoln's earliest and strongest political supporters, Gideon witnessed from close hand events of national importance while his birthplace stood witness to events in Glastonbury around "Welles Corner", the site to which the historic house has now (1974) been restored.

The birthplace of Glastonbury's most famous native son will soon be joined by the Welles-Chapman Tavern (built in 1776) and the new Town green. They will remind future generations that Glastonbury is appreciative of three hundred years of history at a time when it is restructuring its center to accommodate an ever increasing population and preparing for new challenges in the approaching Bicentennial of its nation.

---

## ACKNOWLEDGEMENT

The preparation of this annual Town Report is required by Section 607 of the Town CHARTER, dated November 5, 1968 and the report shall include the annual Town Budget.

Department directors and chairmen of the several committees/commissions have contributed to the preparation of this report—for without their assistance the complete information contained herein would not have been possible. Frank W. Richardson, Sanitarian, served as staff photographer and charts were prepared by Norman Coates, Chief Draftsman. Cover photo was prepared from a painting by local artist Cornelia Raring. Photo of the Town Council was by Martin Katz of Camera Corner and Olmstead's Limited provided the photo of the Town Plan and Zoning Commission. The photo of the Board of Education and the high school library scene is the work of Richard Napoletano. Manuscript was typed by June Anderson.

---

Edited by Anthony H. Shookus, Assistant Town Manager

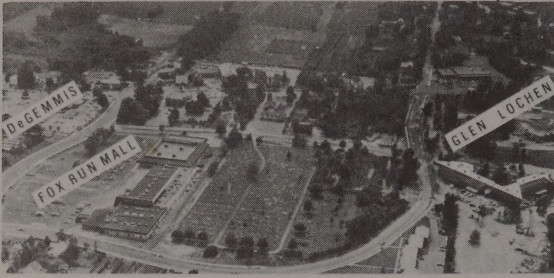
Printed by Standard Printing Company

---

## TABLE OF CONTENTS

DEPARTMENT/AGENCY	PAGE
A LITTLE BIT OF GLASTONBURY .....	2
ELECTED AND ADMINISTRATIVE (APPOINTED) OFFICIALS .	3
REPORT OF CHAIRMAN—TOWN COUNCIL .....	4
REPORT OF TOWN MANAGER .....	5
EIGHTH COUNCIL—PHOTO AND ACCOMPLISHMENTS .....	6-7
BOARD OF FINANCE .....	8
APPOINTED COMMITTEE/COMMISSION ROSTERS .....	9-10
REPORTS—COMMITTEES/COMMISSIONS .....	11-14
GENERAL GOVERNMENT DEPARTMENTAL REPORTS	
OFFICE OF COMMUNITY DEVELOPMENT—WELFARE ...	15
COMPTROLLER .....	16
HEALTH .....	17
SANITATION—CIVIL PREPAREDNESS .....	18
TOWN CLERK .....	19
THE ESTABLISHMENT—ITS ORGANIZATION .....	20-21
PUBLIC SAFETY	
POLICE .....	22
FIRE DEPARTMENT—FIRE MARSHAL .....	23
PUBLIC WORKS	
TOWN ENGINEER .....	24
HIGHWAY—STREET LIGHTING .....	25
BUILDING INSPECTION .....	26
ASSESSOR .....	27
RECREATION .....	28
EDUCATION	
BOARD OF EDUCATION—PHOTO AND BOARD ACTIONS	29
REPORT OF CHAIRMAN .....	30
REPORT OF SUPERINTENDENT OF SCHOOLS .....	31
EXCERPTS FROM REPORTS—DEPARTMENT DIRECTORS	32
FINANCE	
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS	33
BUDGETED APPROPRIATIONS—REVENUES .....	34-35
REPORT OF TAX COLLECTOR .....	36
BONDED INDEBTEDNESS—DEBT LIMITATION .....	37
RESERVE FUND—TOWN AID ROAD ACCOUNT .....	38
REPORT OF AUDIT—RECOMMENDATIONS .....	39-40
SCHEDULE OF EVENTS .....	Inside Back Cover
TELEPHONE DIRECTORY—	
DEPARTMENTS & AGENCIES .....	Outside Back Cover





### RECENT DEVELOPMENTS IN GLASTONBURY CENTER

#### Redevelopment Area

**HISTORY**—As a part of Wethersfield, Glastonbury was settled about 1650 and incorporated on May 8, 1693. With an area of 52.5 square miles it is the eleventh largest town in Connecticut.

**POPULATION**—The 1970 census proclaimed the population to be 20,651. With a density of 457 per square mile, the estimated population for June 30, 1974 is 24,000—they live in 5,842 dwelling houses and operate 14,624 motor vehicles.

**GOVERNMENT**—Council-Manager form with a nine member elected council, with Chairman elected by Council, and a mandatory minority representation of at least three, was adopted in 1959. The Manager serves at the pleasure of the Council. There are 149 full-time employees in the general government and 515 with the Board of Education.

**FINANCE**—Following the Town meeting and the adoption of the budget by the Council (not later than June 10) the tax rate, for the ensuing year, is set by the Board of Finance. Based on assessment ratio of 70% and a January 1, 1974 net taxable grand list of \$235,521,955 the 1974-75 mill rate is 38. The revaluation in effect was made January 1, 1974; the 1974-75 Uniform Fiscal Year budget is \$12,188,505.

**SCHOOLS**—The Town is served by six elementary schools—Buttonball, Eastbury, Hebron Avenue, Hopewell, High Street and Naubuc; two junior high schools—Gideon Welles and Academy; and one high school. Student enrollment at end of period was 5,928.

**CHURCHES**—Eight denominations are represented by: 3 Congregational churches, 3 Roman Catholic, 2 Episcopalian, 2 Methodist, 2 Baptist and 1 each: Ukrainian Catholic, Lutheran and Unitarian Meeting.

**LIBRARY**—The Welles-Turner Memorial Library, containing more than 75,000 volumes, and located in the Center section of the Town, provides reciprocal borrowing services with libraries of 33 other towns. Libraries, staffed by volunteers and partially funded by the Town, serve East and South Glastonbury.

**FIRE DEPARTMENT**—Four organized companies, with a complement of 150 volunteer firemen, serve the Town. In addition to the headquarters on Pratt Street, companies are located in South Glastonbury, on Chestnut Hill and Manchester Roads.

**POLICE DEPARTMENT**—Consists of 30 full-time police personnel, 5 dispatchers, 1 secretary, 3 clerks and 1 dog warden. Eleven cars and 2 vans make up the automotive fleet. Five supernumeraries, 8 special police and 5 school guards provide assistance as required. The Glastonbury Auxiliary Police Ambulance Association, consisting of 24 members, provides volunteer ambulance service to local residents.

## ELECTED TOWN OFFICIALS

**TOWN COUNCIL '75**

\*\*Robert B. Basine  
Constantine Constantine  
\*James F. Flanagan  
William A. Fochi  
Hooks K. Johnston, Jr.  
Henry A. Kinne  
Robert G. Nystrom  
William S. Rogers  
Sally C. Wisniewski

**BOARD OF EDUCATION**

\*Eleanor R. Geiser '75  
Vincent P. Juselis '75  
Maureen Labenski  
Jeanne B. Pearson '75  
Richmond Perley '77  
George D. Royster, Jr.  
'75  
N. Robbins Winslow, Jr.  
'75  
\*\*Dr. Maryann Zaiman '77

**FIRE COMMISSION**

William Constantine '75  
Earl C. Goodale '77  
Thorne Perry '79  
Dr. Ernest E. Novey, Jr.  
'77

\*Bernard G. Sweetland '79  
Edward H. Tyrol, Jr. '75

\*Chairman

**BOARD OF FINANCE**

Samuel Deich '75  
\*William B. Glotzer '77  
Thomas H. Murphy '79  
Diane Northrup '79  
\*\*George W. Trepp, Jr. '77  
Richard G. Williams '75

**BOARD OF TAX REVIEW**

\*Carl Bolin '77  
J. Blaine Lewis, Jr. '75  
William M. Low '75  
Robert A. Phelon '75  
Richard J. Yedziniak '77

**ZONING BOARD OF APPEALS**

Walter L. Erley '77  
Robert Gamer '75  
\*Charles Monaco '77  
Eugene Scalise, Jr. '77  
\*\*Douglas T. Scott '75

**ALTERNATES**

Arthur W. Bostick '75  
Maurice Bourbeau '75  
Louis P. Costanzo '75

**REGISTRARS OF VOTERS**

Helen B. Litwin (D)  
Evelyn S. Rowley (R)

\*\*Vice Chairman

**JUSTICES OF THE PEACE '75**

Mario L. Accornero  
Robert H. Andrews  
Francis B. Barnett, Jr.  
Philip J. Baribault, Jr.  
Carolyn O. Brown  
Catherine J. Carini  
John F. Casella  
Marjorie A. DeGray  
Olga R. deSpautz  
Robert F. DiBella  
Elizabeth B. Giamalis  
Robert E. Goodrich  
Winthrop M. Goodwin  
Ann H. Hippler  
Herbert M. Johnson  
Mary R. Lamphire  
Laura F. McLean  
Betty D. Mieczkowski  
Butler L. Ripley  
Kenneth P. Smith

**CONSTABLES '75**

Edward W. Lingner  
Clarence F. Norton

**STATE REPRESENTATIVE**

Jean Thornton  
(31st Dist.)

**U.S. REPRESENTATIVE**

William R. Cotter  
(1st Dist.)

## APPOINTED ADMINISTRATIVE OFFICIALS

**TOWN MANAGER**

Donald C. Peach

**ASSESSOR**

David D. MacArthur

**ASSISTANT TOWN MANAGER**

Anthony H. Shookus

**ASSISTANT TOWN MANAGER—COMMUNITY DEVELOPMENT**

Mark Branse

**BUILDING OFFICIAL**

Bernard A. Dion

**COMPTROLLER**

William H. Beyer

**DIRECTOR OF HEALTH**

Richard B. Coppa

**DOG WARDEN**

Joseph M. Bisi

**FINANCE DIRECTOR—SCHOOLS**

Robert E. Custer

**FIRE CHIEF**

Edward Siwy

**SUPERINTENDENT OF SCHOOLS**

Dr. Hugh McG. Watson

**FIRE MARSHAL**

Howard H. Horton, Jr.

**HIGHWAY**

**SUPERINTENDENT**  
Edward G. Carini

**HOUSING AUTHORITY EXECUTIVE DIRECTOR**

Milton S. Nilson

**INSURANCE AGENT**

Alvar H. Anderson

**LIBRARY DIRECTOR**

Dennis J. Weir

**RECREATION DIRECTOR**

Michael P. Kreuzer

**SUPERINTENDENT**

**SANITATION & DIR.**  
**CIVIL PREPAREDNESS**  
Alvin L. Bean

**REDEVELOPMENT AGENCY EXECUTIVE DIRECTOR**

Paul L. Rabenold

**CHIEF OF POLICE**

Francis J. Hoffman, Jr.

**TAX COLLECTOR**

John F. Croce

**TOWN ATTORNEY**

Lloyd Frauenglass

**TOWN CLERK**

Edward J. Friedeberg

**TOWN ENGINEER**

Leslie G. Nafis

**TREE WARDEN & PARKS SUPERINTENDENT**

John B. Earle

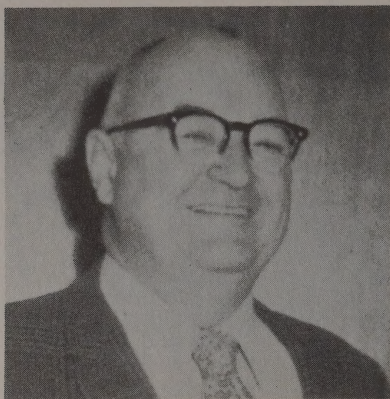
**WELFARE & SOCIAL SERVICE DIRECTOR**

Hazel N. Hutt

**YOUTH SERVICES BUREAU DIRECTOR**

Edmund Meincke





**JAMES F. FLANAGAN**  
Chairman, Town Council



## Town of Glastonbury

2108 MAIN STREET • GLASTONBURY, CONNECTICUT 06033 • (203) 633-5231

### TOWN COUNCIL

TO ALL CITIZENS OF GLASTONBURY

Fiscal year 1973-74 was a most demanding year for the Town of Glastonbury. The Seventh Council closed out its term by adopting revised zoning regulations. The process of revaluation was completed with many taxpayers questioning their higher assessed values. No small part of these increases are directly attributable to the extremely high rate of inflation which has gripped us all.

The redevelopment of the central business district has progressed to the point where it is not only beautiful, but is a definite asset taxwise. The scope of the project, however, is such that even the excellent progress that has been made is not satisfactory to all. A study of "off street drainage problems" revealed many areas requiring action. Priorities were arranged and the various projects were funded in the 1974-75 budget.

The Eighth Council was greeted with the now famous ice storm of 1973. I am sure none will soon forget the total blackout and the ensuing week of subfreezing weather. The establishing of a "Command Post" in Town Hall was extremely helpful in keeping our citizens informed as the power was gradually restored. Various assistance was coordinated and most homes were livable long before those of neighboring towns. The storm added approximately \$100,000. to the cost of running our town for 1973-74. The dedication and perseverance of our Town Manager and all of the Town employees allowed us to finish the year with a small surplus in the Town coffers. They are to be commended for this extra effort.

If a task is difficult, the feeling of accomplishment is enhanced by its successful completion. It is with this thought that the Council perseveres towards the goal of a better Glastonbury for all.

Very truly yours,

*James F. Flanagan*  
James F. Flanagan  
Chairman



DONALD C. PEACH  
Town Manager  
Appointed March 8, 1960



## Town of Glastonbury

2108 MAIN STREET • GLASTONBURY, CONNECTICUT 06033 • (203) 633-5231

TOWN MANAGER

To the Town Council and Citizens of Glastonbury:

Sometimes it is difficult to see the progress of programs from the time they start to the date of completion. It is, however, a pleasure to see results beginning to appear in the Redevelopment Area in the Center. The new complexes and structures that are underway or have been built are attractive and a credit to everyone concerned.

Inflation, no doubt, will cause something of a slowdown in redevelopment as well as other town programs and projects. Inflation affects the Town in the same way as it affects the average family.

The Town faces a number of key issues next year - acquisition of a new landfill site, addition to the Town Office Building, and continuation of major storm drainage construction. Once inflation eases and the economy improves, the Town will again be faced with the challenge of absorbing substantial development and yet retain those qualities in Glastonbury that make it a fine Town.

Respectfully submitted,

Donald C. Peach  
Town Manager





### THE EIGHTH COUNCIL

November 6, 1973—November 4, 1975

**Seated L-R:** Robert B. Basine, Vice Chairman—Constantine Constantine, Majority Leader—James F. Flanagan, Chairman—William S. Rogers, Minority Leader.

**Standing L-R:** William A. Fochi—Sally Wisniewski—Henry A. Kinne—Hooks K. Johnston, Jr.—Robert G. Nystrom.

**The SEVENTH COUNCIL**, as listed below, served through November 5, 1973.

William S. Rogers, Chairman—Donald F. Auchter, Vice Chairman—J. Blaine Lewis, Majority Leader—James F. Flanagan, Minority Leader—Henry A. Kinne—Robert G. Nystrom—William A. Fochi—Constantine Constantine—Walter A. McGuinness.

Except for actions by referendum and initiative, the legislative and budgetary responsibility is a function of the Town Council. Elected each two years (odd years), the members (9) serve without salary except for reimbursement of expenses incurred in the performance of official duties. During FY 73-74 the Council met for 24 regular and one special sessions, one organization meeting, conducted 19 public hearings and 17 informal sessions for purpose of hearing from residents and taxpayers, met in executive sessions seven times and held 10 budgetary meetings. The Annual Town Meeting was held on June 5, 1974.

### COUNCIL ACCOMPLISHMENTS

**COMMUNITY DEVELOPMENT**—Appropriated \$15,000 from Reserve Fund for purchase of open space along Roaring Brook west of Route 2 . . . Adopted ordinance amending Section 1370 of Town Code outlining procedures by which sanitary sewerage systems may be constructed . . . Favored general concept of bike paths and pedestrian ways in redevelopment area . . . Approved resolution to improve its communication with people of the Town . . . Accepted as a gift, from Gertrude P. Tyrol, open space abutting Cotton Hollow off Foote Road.



**FINANCE AND TAXATION**—Appropriated \$20,800 from Reserve Fund for acquisition of site for Gideon Welles house . . . Adopted resolution authorizing submission of application for landfill operations grant (dozer and loader) . . . Adopted resolution for transferring \$241,813 from General Fund to Reserve Fund . . . Resolution adopted for appropriating \$1,200,000 and issue of bonds for renovation of Academy School . . . Appropriated \$15,600 from Reserve Fund for acquisition of land for expansion of Welles-Turner Memorial Library site . . . Appropriated \$10,075 from unappropriated surplus in General Fund for special police details . . . Appropriated \$2,708 from unappropriated surplus in General Fund for surface treatment of streets . . . Approved transfer of \$3,500 from landfill machine to equipment maintenance under refuse disposal.

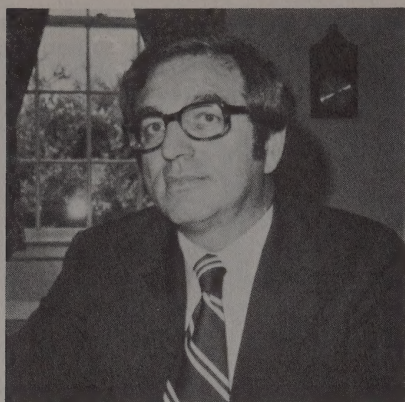
**EDUCATION, HEALTH AND SAFETY**—Adopted ordinance amending Sections 1301-1303 Town Code Re: Expansion of Safety Committee . . . Appropriated \$4,534 from un-appropriated surplus in General Fund for purchase of vehicle and equipment for Police Department for Crime Prevention Program . . . Appropriated \$14,430 from unappropriated surplus to Board of Education . . . Received 1973 report on pedestrian, bicycle and fatal motor vehicle accidents . . . Approved transfer of \$4,400 from contingency to Police Department due to STORM FELIX.

**PLANNING AND ZONING**—Ordinance amending Town Code concerning excavation, filling or removal and special regulations concerning trailers and mobile homes adopted . . . Adopted amendment to Building-Zoning Map changing land located east of Great Swamp Road from Rural Residence to Residence A Zone . . . Adopted amendment to Building-Zoning Map changing from Planned Business and Development and Rural Residential to Central District Zone four acre parcel north of Salmon Brook Drive and west of Colonial Village apartments.

**PUBLIC WORKS**—Accepted Millstone Road, Homestead Drive, Candlelight Drive, Cobblestone Road and Blueberry Lane as Town roads . . . Voted discontinuance of Grove Street and section of New London Turnpike . . . Adopted resolution requesting cooperation of State of Connecticut in correcting drainage on Buttonball Lane south of Carriage Drive . . . Directed snow plowing of streets and roads as soon as practical not withstanding energy limitations . . . Adopted amendment to Building-Zoning Map from Planned Business Development to Reserve Land a parcel of land to permit reconstruction of interesection of Manchseter Road and Hebron Avenue.

**MISCELLANEOUS ACTIONS**—Approved ordinance concerning operation of bazaars and raffles . . . Requested Town Plan and Zoning Commission to relax rules concerning scavenging by individuals at landfill . . . Approved request for waiver of bid procedure for purchase of vehicle (survey) for Engineer Department . . . Appropriated \$4,400 from unappropriated surplus in General Fund for purchase of radar units for Police Department . . . Adopted resolution commending activities and assistance of public and private groups and individuals during power outage in December (STORM FELIX) . . . Appointed William S. Rogers as member and Donald F. Auchter as alternate to Capitol Region Council of Governments . . . Established Fine Arts Commission . . . Appointed committee to study, evaluate and report on all aspects of a proposed Senior Citizens and Youth Services Center . . . Adopted ordinance amending Town Code establishing a Civil Defense (Preparedness) Agency.





**WILLIAM B. GLOTZER**  
Chairman, Board of Finance

### BOARD OF FINANCE

**ORGANIZATION**—The Board of Finance consists of six elected members with each serving a term of six years. Terms of office are on a rotating basis with two members being elected biennially during the odd numbered years. The Board chairman is elected from its membership.

**AUTHORITY**—Empowered under the provisions of Chapters V and VI of the Town Charter, as revised November 1968, the overall objective of the Board is to act as the financial watchdog of the taxpayers of the Town over the appropriation and expenditure of Town funds.

**TRANSFER**—During the period the Board acted on the following: transfer of \$241,812 from Unappropriated Surplus in the General Fund to the Reserve Fund for Capital and Non-recurring Expenditures—approved numerous transfers within and between General Town departmental line items in a continuing effort to insure a balanced budget. With the full cooperation of the Town administration the Board was able to maintain a surplus in the General Fund during a period of spiraling costs.

**NEW APPROPRIATIONS**—Responsive to the present and future needs of the Town, the Board approved and recommended to the Town Council the following:

From Reserve Fund—\$15,000 for preliminary plans and specifications for the Town Office Building addition . . . \$15,600 for acquisition of land for expansion of Welles-Turner Library . . . \$49,398 for construction of sidewalks on Griswold Street . . . \$64,000 for reconstruction of Weir Street bridge and \$20,800 for site acquisition for the relocation of the Gideon Welles House.

From Bond Capital Project Fund—\$1,200,000 for renovation of the Academy School.

**BUDGET**—Held public hearings and workshops on the proposed 1974-75 budget. Recommended to the Council a reduction in the General Town budget of \$231,730 (from \$5,322,210 to \$5,090,480) and reduced the Board of Education budget from \$7,152,000 to \$7,100,000.

**MILL RATE**—Established by the Board, at its June 10, 1974 meeting, a mill rate of 38.0 mills based on a 96.11 percent collection rate. This rate projected to raise \$8,593,770 in current levy property taxes for fiscal 1974-75.

### \$ GLASTONBURY'S—75 YEARS—GROWTH \$

Fiscal Year	Education	General Government	Total Expenditures
1898-1899	\$ 7,323.19	\$ 34,447.98	\$ 41,771.17
1973-1974	6,426,308.06	4,564,930.34	10,991,238.40



**BUILDING BOARD OF  
APPEALS/CODES  
REVIEW COMMITTEE**

Calvin J. Carini  
Otis F. Hall  
William L. Robotti  
\*Paul L. Wethey  
David E. Woodward  
ex officio: Fire Marshal

**CAPITOL REGION  
COUNCIL OF GOV'TS.**

James F. Flanagan  
Robert B. Basine  
(alternate)

**CITIZENS ADVISORY  
COMMITTEE**

Manuel Almargo  
David A. Blanchard  
S. Hugh Brockunier  
Pricilla L. Burkhardt  
Judith Carrithers  
Catherine M. Cerrina  
Donald S. Cromwell  
Esther Derench  
Barbara S. Ebstein  
Mark Faber  
Carol L. Frederickson  
Elizabeth M. Hamilton  
Patricia A. Hesse  
John H. Hirschenhofer  
Denis Jones  
Marianne Klein  
Carolyn S. Larson  
Michael W. Longo  
Dr. J. Bard McNulty  
Diane R. Montenieri  
Barbara Oberg  
Robert A. Pulito  
Peter Paterson  
Daniel J. Seery  
Lucretia Seidel  
\*Anthony R. Sullivan  
Joan Switalski  
Elizabeth Taylor  
Robert Trowbridge  
Robert W. Wyman

**COMMISSION ON AGING**

Estelle Flanagan  
Yvonne Gagnon  
Judith Harper  
Helen Matson  
Winona Morse  
Albert Mosely  
\*Gilbert Spencer

**COMMUNITY BEAUTIFICATION COMMITTEE**

Lillian Loveland  
Robert Papetti  
Anne Peacock  
Mimi Sanford  
Robert G. Shipman  
Salvatore Vullo  
\*Dana B. Warning

**CONSERVATION COMMISSION**

Robert F. Brodell  
Carolyn Brown  
\*Elizabeth K. Brown  
Harry Carter  
Richard Mihm  
Robert B. Pikula  
Franklin Pond

**ECONOMIC DEVELOPMENT COMMISSION**

George Admanson  
Henry J. Cullinane  
Robert F. DiBella  
David H. Lips  
\*Richard J. Perras  
Leo Steinhardt  
James Uccello

**FENCE VIEWING COMMITTEE**

R. Richard DeBella  
Richard A. Fochi  
Howard R. Kirck

**FINE ARTS COMMISSION**

Marilyn Becker	Roger Loucks
Estelle Beckerman	Patricia McLean
Frank Dellert	Doris O'Rourke
Joan W. Dufford	Elana Sherwood
*Barbara Frauenglass	Roberta Werner
Janet B. Holmes	Carolyn A. Woodward
Julie Jones	

**HERITAGE COMMITTEE**

*Richard E. Ballard	Sandra R. O'Leary
W. Michael Downes	Barbara Pond
C. E. Lamson	Catherine E. Shea
Anthony Maurer	Elizabeth Taylor
Elaine Moorcroft	

**HOUSING CODE APPEALS COMMITTEE**

Nelson C. Brown	ex officio:
Harold C. Griesing	*Building Official
Joseph J. Kugler	Fire Marshal
Daniel McCoy	Town Engineer

**INCORPORATORS OF THE FREE ACADEMY**

George W. Allen	Edward Labenski
Robert L. Henderson	

**INSURANCE ADVISORY COMMITTEE**

\*Alvar Anderson  
David Canapari  
Thomas Leahy  
Sylvester Murano, Jr.  
Ronald Palmer  
Craig Smith  
Robert E. Custer  
Donald C. Peach

**JURY COMMITTEE**

Barbara A. Brown  
Betty Giamalis  
Mary Mello

**PARKING AUTHORITY**

\*Albert E. Aubin  
Raymond C. Brezzo  
James Moonan  
Zygmund Onacki  
Leo Sullivan

**PERSONNEL APPEALS BOARD**

Arthur R. Colby  
Richard N. Dupuis  
William J. Faber  
Gordon Ferguson  
\*Robert H. Pearson

**PLAN AND ZONING COMMISSION**

Charles F. Ames, Jr.  
Henry J. Carini  
Donald R. Mahoney  
\*Walter A. McGuinness  
John O'Rourke  
Richard Tomeo  
Marian Connell (alternate)  
Benson Ford (alternate)  
Patricia Low (alternate)

**PUBLIC BUILDINGS COMMISSION**

Herbert W. Behrens  
\*Flori G. Minietti  
Elliot Paternoster  
Robert B. Titus  
Vincent Juselis  
(Bd of Education)  
Diane Nrothrop  
(Bd of Finance)  
Joseph Orzich

**PUBLIC HOUSING AUTHORITY**

Harvey A. Katz  
Barrett R. Lucas  
Joseph Melzen  
William J. Roche  
\*Graham E. Tyrol

**RECREATION COMMISSION**

Joyce Allen  
Victor F. DeBartlo  
Joseph J. Federico  
J. Robert Ford  
Carol D. Haight  
Walter F. Hemlock  
Richard Perley

**REDEVELOPMENT AGENCY**

Edwin Burdick  
Edmund Downes  
Charles J. Fisher, Jr.  
Carol Maurer  
\*James R. McIntosh  
Kenneth P. Smith  
Dr. Edward Stewart

**SAFETY COMMITTEE**

Joan Corcoran  
\*Estelle Flanagan  
Elizabeth Gabel  
William Hennessey  
Paul R. Farina  
Laura McLean  
Joyce Papetti  
ex officio: Selected Town Officials

**SIDEWALK EVALUATION & PROGRAM COMMISSION**

W. William Clulow  
Bradley Easterson  
Thomas P. Fitzgerald  
Charles Greenwald  
\*Alan R. Speir  
Sherman Wolff

**WELFARE ADVISORY COMMITTEE**

Olga DeSpautz  
Maxine Peek  
Dorothy S. Peltzer  
\*F. Peter Schevola  
Margot Winslow  
Anne Ferriera

**WELLES-TURNER LIBRARY BOARD**

Margaret Berg  
Dennis Carrithers  
Lucille Jonah  
Marcia Erley  
Howard T. O'Connell  
\*Beverly Walton

**YOUTH SERVICES COMMISSION**

Jeanne Babineau  
Gary A. Fortier  
Dr. Ruthellen Gahm  
Sonya Googins  
Stephen Juselis  
\*Rev. Malcolm H. McDowell  
Wayne Owen  
Margaret Richards  
Alexandrina Sergio  
Rev. Craig N. Raeburn  
Richard Lawton  
ex officio: Police Chief

\*Chairman



**COMMUNITY HERITAGE COMMITTEE**—Posterity will probably record 1974 as the year of preservation. Working in close cooperation with the Historical Society, Redevelopment Agency, House and Tavern Committees, Bicentennial Celebration Committee and the Town, Committee members have played an active role in the passing of significant milestones towards the bicentennial goal of a completed Town Green, Gideon Welles Birthplace and the Welles-Chapman Tavern as a focal point for Glastonbury. The January exhibit of old photographs at the Welles-Turner Library produced new views of the center as it appeared a century ago. More than a dozen documents, relating to Gideon Welles and the Welles-Chapman Tavern, were acquired as was the original front gate which was donated by the daughter of a former owner of the birthplace. In June, members of the Committee participated in a memorable archeological dig, removing hundreds of artifacts from the Tavern's well and foundation. In the Downs House, the Committee uncovered a fine federal mantel which, threatened with imminent destruction, was removed, cleaned of a century of paint and given to the birthplace where it will be the focal point in the ladies parlour. With the Historical Society's assumption of the Tavern's mortgage, the Town providing the site and the cooperation of all groups referred to above, the Committee looks forward to the year 1975 marked not only by change and progress but by the preservation of Glastonbury landmarks.

**COMMUNITY BEAUTIFICATION COMMITTEE**—In an effort to come abreast with tree plantings in developments that predated the current requirement for street trees to be planted by the developer, 50 trees were planted by the Park Department in the Town; another 600 trees will be required. In an effort to uphold good appearances and landscaping for new developments and business and industrial sites, the Committee has been reviewing site plans and providing suggestions to the Town Plan and Zoning Commission. The Committee's representatives to the Design Review Committee are trying to do the same in upholding acceptable standards in the redevelopment area and in particular have offered what is hoped to be a satisfactory solution to the Gideon Welles, Welles-Chapman Tavern area plan. Fifty flowering crabapple trees, donated by the C. R. Burr Nurseries of Manchester and named for Girl Scout units that participated in the annual Clean-up Day, were planted on school property.

**CONSERVATION COMMISSION**—This was a landmark year for the Conservation Commission as previously planned programs began to bear results. An Environmental Planning Assistant was hired to serve as staff to the Commission and, with his assistance, the Commission was able to analyze the environmental impact of all proposed local development. Utilizing newly adopted environmental review procedures, problems such as erosion and sedimentation, runoff and septic failures were minimized. After six months of drafting and revision, the Inland Wetlands and Water Course Regulations were promulgated. Under the jurisdiction of the Commission, these regulations are designed to encourage a more responsible policy towards the utilization of the Town's wetlands and watercourses. During the period, a further expansion of the Town's open space program has materialized. Major acquisitions included the purchase of a three acre parcel of land in the Glastonbury Meadows and the generous donation from Gertude P. Tyrol of three acres of woodland adjacent to the Cotton Hollow Preserve. In addition, parcels of open space were acquired along portions of several brooks under the open space provisions of the subdivision regulations.

**ECONOMIC DEVELOPMENT COMMISSION**—The past year has been one of both success and great frustration for the Commission. It is pleased that despite a sluggish national economy, the Town has continued to broaden its tax and employment base with high-quality new development. Certainly, the Redevelopment Area is the focus for new commercial growth, with other projects such as 150 Sycamore Street, the new retail building at the corner of Spring and Main Streets, and the expansion of the Salmon Brook Convalescent Home, to name a few. Industrially, it welcomed Nabisco to the Town this year, and saw work begin on the new headquarters for Christi Rigging Company, the new Furlong warehouse, the expansion of REB Machine Company, the expansion of Highway Safety, Inc., the expansion of Liberty Steel Company, Inc., and many other fine projects.

**GLASTONBURY HOUSING AUTHORITY (GHA)**—The Authority operates Welles Village, moderate income rental housing, and Village Green, housing for the elderly. Both developments are fully occupied and have a waiting list of would-be occupants. In Welles Village 21 new roofs were installed, 18 buildings painted and installation of new kitchen linoleum and electric service change were all done this year. In Village Green, showers and tile were installed in every bathroom and outside lighting in the rear of each unit was completed. The Authority will begin construction of 50 additional units of state housing for the elderly this fall in the redevelopment area. Funds for this construction have been provided by a State grant of \$725,000.

The Housing Authority wishes to express its sincere appreciation to the community, the garden clubs, service clubs and all departments of the Town for their cooperation to GHA. It continues to look forward with great anticipation to the future in the important task of providing and maintaining adequate housing for our community.

**GLASTONBURY RREDEVELOPMENT AGENCY (GRA)**—Fiscal 1973-74 found Glastonbury's Center Project well under way with the near completion of two multi-million dollar developments. The Fox Run Mall, located off Welles Street and Glen Lochen's Marketplace on New London Turnpike, both made significant progress during the period to insure mid-year openings. Top Notch Foods, occupying 25,000 square feet of the Fox Run Mall, opened its doors in March. Full occupancy of the Mall is expected to be completed by 1975.

A second leg of the relocated New London Turnpike and Welles Street was constructed as part of the site improvements specified under the Federal Contract. The final segment of the New London Turnpike will be completed later this year. During the past year 33 families and individuals and 6 businesses were relocated at a cost to the Agency of \$145,860.00.

**INSURANCE ADVISORY COMMITTEE**—Completion and acceptance of the addition to the senior high school resulted in increases to the fire insurance schedule as the growth of the Town directly affects the entire insurance program. Having anticipated and planned for these changes, the committee was able to stay within its budget. With the growth of the Town the number of claims also increases. The Committee reviews these claims to insure that fair settlements are made as the record is reflected in any returns to the Town by the Insurance Company thereby affecting the Insurance Reserve Fund.

The Town has met the requirements of the Federal Government regarding its flood insurance coverage for the citizens of the Town. There are definite areas in the Town where such coverage could be important; however, there is a lack of interest in the program on the part of the residents. By combining policies and competitive bidding, the insurance coverages are not only broadened but the cost of same to the Town is reduced by a substantial sum.



**LIBRARY BOARD, WELLES-TURNER MEMORIAL**—Programs originated in 1972-73 were expanded and refined, especially those for children and those of the Friends of the Library. Closer cooperation was attained with other agencies and organizations of the Town: Kindergarten registration in the auditorium, more emphasis on hangings by local artists, Operation-Mark-It with the Police Department, designation of the library as a Senior Citizens Stop and monthly coffee hours by the Chamber of Commerce.

In the Capitol Region the rapid delivery and pickup system was instituted so that patrons of Welles-Turner can now have books available in other Capitol Region libraries both delivered and returned in Glastonbury. A reciprocal state-wide borrowing system now makes it possible for our patrons to borrow books, on their Welles-Turner card, from the majority of public libraries in the state. Finally, Library Line became operational. By calling—toll free—1-800-842-2282, one has available to him the references and research of the State Library system when the resources of the local library are not sufficient.

**REGISTRARS OF VOTERS**—Voter registration sessions are held every fourth Thursday of the month and voters may register daily in the Office of the Town Clerk during normal working hours. During the period July 1, 1973 through June 14, 1974 registrations were tabulated as follows:

New Voters	Party Affiliations	Total Voters
231	Democrat	4,077
226	Republican	4,615
271	Unaffiliated	3,899
<u>728</u>	<u>Totals</u>	<u>12,591</u>

The municipal election was held on November 6, 1973.

One question was posted on the ballot at this election.

“For allowing the operation of bazaars and raffles.”

Yes: 2,810 No: 2,282 Approved

A referendum was held at the high school on February 13, 1974. Question:

“Shall the Town of Glastonbury appropriate \$1,200,000 and issue bonds for renovation of the Academy School?”

Yes: 796 No: 149 Approved

**SEWER COMMISSION**—During the period Commission held 23 regular meetings, one special meeting with six public hearings included as part of the regular meetings. It also approved 12 applications for connections to the sewer system and five developers' permits agreements for sewer extensions. Continual changes in the Town's ordinances have taken place—the most significant being an increase in the Sewer Use charge to help defray the rising cost of sewage treatment.

With the newly completed Secondary Treatment Plant Facilities in full operation, the Commission has concerted its efforts in the extension of the sewer system to severe health areas in Town. The South Glastonbury project has been placed for bidding with construction expected to begin in late 1974 and the Commission has contracted for engineering services for design of sewers in the Apple Hill area. The Griswold Street-Addison Road extension is expected to be completed by June 30, 1975.

**TOWN PLAN AND ZONING COMMISSION (TP&Z)**—The newly revised Building-Zone Regulations, adopted in October 1973, have provided TP&Z with a tool capable of insuring high quality development in the community. However, like any new and complex tool, it now falls to the Commission to learn how to use it effectively and fairly to achieve the goals set forth for the Town. This has meant long agendas, much work for the expanded staff, more technical input from experts in many fields and the need for greater coordination among various development-related Town commissions. The regulations have provided stronger control of the Town's rapid growth, protection of environmental quality, attractive shopping and industrial developments and decisions made on the basis of complete facts and thorough investigation by groups of many areas of interest and expertise.

Part of this thrust to involve more people in the planning process—more commissions, more technical expertise, more Town staff personnel—has been a program to involve more citizens working with the staff and a professional consultant, funded by the Commission, are preparing guidelines and assembling information which will lead to a comprehensive land use plan for Buckingham against which any development proposals can be objectively evaluated.

Another example of increasing citizen input is the Marginal Lands Study developed by the Glastonbury League of Women Voters and submitted to the Commission. Thorough and well researched, the study has been accepted with gratitude and is now guiding TP&Z in its review of new subdivisions and zone changes.

In other areas the Commission has sought to:

a. Assist Redevelopment Agency to develop procedures and standards which provide for continuity in all commercial zones.

b. Expand park and recreation lands by requiring dedication of such areas when new sub-divisions are proposed.

c. Begin a study of ways to preserve agricultural land vital to the Town's history and character.

d. Place a heavier emphasis on protecting new home buyers from erosion, septic system failures and other problems.

**WELFARE ADVISORY COMMITTEE**—Under the guidance of its director, the Welfare Department has completed another successful year in its method of operation. Although the welfare program during the period has been one of austerity, the director and staff are to be commended for completing the fiscal year without over-expending the departmental budget.

**ZONING BOARD OF APPEALS (ZBA)**—The charge of the Zoning Board of Appeals, a duly elected body, is to hear appeals of the citizenry and to take action, as deemed appropriate, in the following areas: (1) variances of the zoning regulations, (2) special exceptions as provided for in specific regulations, and (3) appeals from the decisions of the Building Official.

During the period the Board held ten public hearings, during which it considered 63 applications for relief from restrictions imposed by zoning regulations. There were 40 appeals for variances and 23 special exceptions (plus one for approval as required by the State in conjunction with another request). Thirty-three applications for variances and eighteen for special exceptions were approved, while two were withdrawn.

**PUBLIC BUILDINGS COMMISSION (PBC)**—The addition to the senior high school, started in 1970, was completed during the period and dedicated on October 16, 1973. Plans and specification for the renovation of the Academy School were prepared, financing was approved at referendum in February, contract was awarded and work was started late in February. It is expected that the renovation will be completed in the spring of 1975. The architectural firm of Stecker and Colavecchio was retained to prepare plans for the addition to the Town Office Building.



## OFFICE OF COMMUNITY DEVELOPMENT

**GENERAL**—The past year has been primarily characterized by the efforts of the Office to implement, perfect and streamline the many new programs and regulations inaugurated during 1973.

**CONSERVATION**—This year saw the full integration of the newly strengthened Conservation Commission into the family of commissions served by the Office. An environmental planning assistant joined the department in September and was given responsibility for providing staff support to the Conservation Commission as well as reviewing all subdivisions and other developments for their environmental impact. Working with the several commissions concerned, State and Federal agencies, the local Health Director, Town Engineer and Zoning Enforcement Officer, the assistant has made excellent progress toward developing a comprehensive program to protect the Town's natural environment. New advances include a functioning Inland Wetlands Regulation, environmental impact evaluation, stormwater runoff control program and preliminary work on complex source air quality control.

**ZONING**—The department has worked to implement the Town's totally rewritten Building-Zone Regulations. New and efficient review procedures have been developed to permit maximum speed in processing all applications—to date, these regulations appear to be functioning well hampered primarily by a critical shortage of office space, filing space and clerical assistance.

**PLANNING**—The major project has been to clarify the Village Centers concept as it relates to each particular village center. Other planning projects have been completed dealing with rear lots, road improvements and open space acquisitions.

**NEW PROJECTS**—Preservation of agricultural land—

Preservation of Manchester (Buckingham) Reservoir property—

Land use for the Buck's Corners Village area—

Planning study for the New London Turnpike-Neipsic Road area—

Creation of a State sponsored industrial park—

## WELFARE AND SOCIAL SERVICE DEPARTMENT

**ASSISTANCE**—Fiscal year 1973-74 marks the first full year of the controversial Flat Grant. Extras in the form of food stamps, free hot lunches at school, pantry shelf foods and incentive earnings have all contributed to making the plan work. All expenditures must be accompanied by a voucher and authorized by the Director. Aid is supplemented to what the client has or can do for himself and he is told he is expected to repay the Town once he is able to do so. All State and Federal laws have been complied with and all clients were given detailed resource investigation and follow-up. Applicants for long term aid have been carried locally until accepted for State and Federal assistance.

**BOARDING HOME**—The department manages the Still Hill Boarding Home in South Glastonbury. The home provides care for a maximum of 13 men with private room, meals, laundry and medical supervision at a day rate of \$8.70. These boarders are able to feed and dress themselves and some work a kitchen garden—they are not able to cook and care for themselves.

**CLIENT RELATIONS**—Detailed record keeping adds to both clerical and case work; however, it permits a much closer involvement with the client and related financial problems.



**WILLIAM H. BEYER**  
Comptroller  
Appointed October 15, 1973



**DOROTHY KAPUSNIAK**  
Account and Payroll Clerk  
Appointed September 13, 1971

### COMPTROLLER—TREASURER—PURCHASING AGENT

**INVESTMENTS**—In a continuing effort to invest idle Town funds administered by the Comptroller, the Town of Glastonbury ended fiscal year 1974 with total interest on investments of \$432,996.76—an increase of \$48,728.01 (12.68%) over the prior fiscal period (\$384,268.75). In the General Fund alone, interest earned on investments resulted in a net increase of \$51,927.18 (45.25%) from \$114,743.57 to \$166,670.75.

The high cost of utilities and the unanticipated expense caused by STORM FELIX were countered by the substantial increase in the interest earned on investments thereby enabling the Comptroller to report to the Town Manager an adjusted unappropriated surplus of \$112,333.12 at the end of the period. Of this surplus, \$70,000 was used as an opening cash balance for the 1974-75 budget with \$42,333.12 available for transfer to the Reserve Fund for Capital and Nonrecurring Expenditures.

**NEW NOTE SALES**—A Referendum held on February 13, 1974 resulted in the approval, by the electorate of Glastonbury, of a resolution to appropriate \$1,200,000 for the Renovation of the Academy School. The Comptroller's Office issued \$910,000 Bond Anticipation Notes in order to start this project. Rates averaged 5.23%. Interest earned on investments of these funds from March 29, 1974 through June 30, 1974 was \$18,044.23. During the fiscal year the Glastonbury High School addition was completed with all grants received from the State Board of Education and all temporary borrowings paid for.

**PURCHASING**—The office of the Town Comptroller has established a new purchasing procedure which, for the first time, both strengthens the charter provision for purchasing as well as providing each department with a procedural manual, resulting in uniform purchasing. This department, acting under a new state statute providing for the extension of state contracts to the political subdivision of the State, has utilized a great number of these contracts. The use of state contracts provides for the Town a greatly increased purchasing power resulting in quality goods and/or services at quantity pricing. In the area of bidding, the office has established a detailed Conditions of Contract statement which accompanies each competitive invitation to bid, thus providing the Town with such safeguards as one year warranty on all equipment, liability protection, etc.

**BUDGET PREPARATION**—In an effort to expand the role of the Comptroller's Office, for the first time this fiscal year, the Comptroller's staff was involved in the budget preparation process. This involvement should increase over the coming years resulting in initial preparation of departmental budgets leading to submission to the Town Manager in a completed form.



DEPARTMENT OF HEALTH

COMMUNICABLE DISEASES REPORTED

Enteric Pathogens	4	Lead Poisoning	1
Gonorrhea	18	Lead Poisoning (Industrial)	1
Impetigo	2	Scarlet Fever	9
Infectious Hepatitis	3	Strep Throat	1096
Infectious Mononucleosis	26	Syphilis	4
Influenza	1	Toxoplasmosis	3
		Tuberculosis	1

No radical changes or trends are indicated. A total of 191 certificates of vaccination for travel were validated. An educational seminar in venereal diseases and clinics for high blood pressure and monthly well child conferences were held in cooperation with the Knights of Columbus and the Visiting Nurse Association (VNA).

**HOUSING CODE ENFORCEMENT PROGRAM**—Inspections of 828 buildings were conducted. A total of nine homes are being totally rehabilitated.

**REFUSE DISPOSAL**—Our present site is rapidly being filled and phased out. A Town Council decision to continue with a landfill operation rather than joining the Connecticut Resources Recovery Authority (CRRA) in Berlin will make the obtaining of a new landfill site imperative.

**ENVIRONMENTAL HEALTH**—An upswing in new food service establishments in town and revised inspection procedures necessitated more efforts in training and instructions for restaurant operators. These new requirements should bring about greater compliance with existing regulations and improved food service throughout the state.

Environmental Inspections		Routine Inspections	
Complaints Received	160	Food Service	274
Air Pollution	9	Housing Code	828
Garbage & Rubbish	79	Sewage Disposal Systems	624
Sewerage	349	Swimming Pools	106
All Others	173	All Others	475
Total		Total	
610		2,307	

**CLINICS**—In conjunction with the VNA, 10 Well-Child Clinics were conducted. Immunizations and physical examinations were given with 65 in attendance—defects found numbered 14. Immunizations administered by type and number were:

DT*	14	Measles	0	Oral Polio	63
DPT**	41	Measles-Rubella	9	Rubella	92
				Tuberculin Tests	49

**OTHERS**—One dental clinic conducted for 52 patients . . . one development screening tests with 54 in attendance . . . three vision screening clinics drew 41 with two deviations and two referrals . . . 53 flu vaccines administered to the elderly . . . 51 nursing conference sessions for elderly with 514 in attendance . . . two blood pressure clinics attended by 114.

\*Diphtheria Toxoid  
\*\*Diphtheria—Pertussis—Tetanus



### **TOWN PLAN AND ZONING COMMISSION**

**Seated L-R:** Donald R. Mahoney, Secretary—Walter A. McGuinness, Chairman—John D. O'Rourke, Vice Chairman—Patricia Low  
**Standing L-R:** Marion Connell—Richard W. Tomeo—Charles F. Ames, Jr.—Henry J. Carini—Benson Ford

### **SANITATION DEPARTMENT**

**PLANT OPERATION**—The new Secondary Water Pollution Control Facility has again received an exceptionally fine report from the Department of Environmental Protection for its effluent quality and maintenance of the facility. It is felt this is a direct reflection upon the employees for the pride and skill with which they maintain the facility.

A total of 206 permits were issued for sewer connections to the system, increasing the flow of waste water by 18% to 450,979,900 gallons—130,450 gallons or 107 septic tank truck loads are included in this total. There were 273.58 dry tons of sludge incinerated in this first year of operation.

**SEWER MAINTENANCE DIVISION**—There is an ever increasing work load placed on on this division due to the additions of pumping stations and sewer extensions. Cleaning of 131,981 lineal feet of sewer lines resulted in the removal of 81.33 cubic feet of inorganic solids—this being accomplished in 361.0 man hours. Four sewage pumping stations operated a total of 8,134.7 hours.

**SEWER INSPECTION DIVISION**—This division is responsible for all sanitary sewer construction, house connections, and record keeping of the system (contract quantities and construction estimates).

The following is a breakdown of projects, and their dollar value, undertaken or supervised by the department during the period:

<b>Project</b>	<b>Lineal Feet</b>	<b>Dollar Value of Project</b>
Town Contracts	13,474	\$426,833
Developers' Applications	1,060	13,600
Developers' Agreements	22,787	375,683
<b>Totals</b>	<b>37,321</b>	<b>\$816,116</b>

### **CIVIL PREPAREDNESS**

**STORM FELIX**—At 10:00 A.M., on December 17, 1973 a severe storm—snow, wind and freezing rain—descended upon the Town. The Civil Preparedness Emergency Operating Center (EOC) became operational at the time indicated above and remained in service until 12:30 P.M., December 22, 1973. All agencies of the Town were pressed into service, for this week long experience, to cope with the various problems encountered. Weaknesses in the organization, such as the lack of emergency power for public buildings and shelters throughout the Town, were detected; however, the experiences gained as a result of the storm have been properly documented and analyzed and it is expected that new and additional equipment will be forthcoming in the near future. On the whole, the Town did an exceptional job in all phases of the operation.

**TRAINING**—During the spring of 1974 the University of Connecticut conducted Civil Preparedness training participated in by all departments concerned with this function. The emergency operation plan was updated and submitted to the Town Manager and Council for consideration and approval. Local communications and rescue crews participated in many trial exercises locally and on the State and County level.



## TOWN CLERK

After three consecutive years of substantial increases in business and revenue, the 1973-74 fiscal year was a period of leveling off. From 1971 to 1973 income nearly doubled, but during the 1973-74 period revenue declined slightly over the previous fiscal year.

The important maps of the town filed in the Town Clerk's office continued to be placed on microfilm and copies were bound in volumes for protection and use by title searchers and the public.

From an historical standpoint, the highlight of the year was the approval by the Town Council of 1693 as the founding date of the Town of Glastonbury, settling an issue which existed for nearly three centuries. On May 8, 1690 the predecessor of our current Connecticut General Assembly approved the separation of Glastonbury from Wethersfield, to become effective when a minister settled on the east side of the river. The minister arrived and settled in Glastonbury in 1693; thus the actual separation occurred during the latter year.

With the founding date established by the present council as 1693, the Town Clerk purchased a new Town Seal reflecting this date.

## COLLECTION—FOR TOWN GENERAL FUND

	1971-72	1972-73	1973-74
Conveyance Tax .....	\$23,521.15	\$32,698.19	\$33,229.83
Recording Fees .....	20,002.60	26,317.99	23,805.42
Others .....	3,284.95	3,984.95	3,770.60
	<u>\$46,808.70</u>	<u>\$63,001.13</u>	<u>\$60,805.85</u>

## COLLECTION—FOR STATE OF CONNECTICUT

Fish & Game Licenses ....	\$10,543.00	\$11,551.00	\$11,810.00
Boat Registration .....	791.00	774.00	0
Majority Cards .....	11.50	221.50	96.50
	<u>\$11,345.50</u>	<u>\$12,546.50</u>	<u>\$11,906.50</u>

## COLLECTION—FOR TOWN DOG FUND

Sale of Dog Licenses .....	\$10,000.70	\$10,069.05	\$10,075.75
----------------------------	-------------	-------------	-------------

## OTHER STATISTICS

## Vital

Statistics	1971-72	1972-73	1973-74	Licenses	1971-72	1972-73	1973-74
Births	255	251	212	Dogs	2,484	2,788	2,904
Deaths	150	164	168	Fish/Game	2,389	2,612	2,723
Marriages	210	235	232				
Recording Veterans' discharges					206	240	196
Voters made during office hours					924*	1,103*	397*
Majority Cards issued					23	443	193

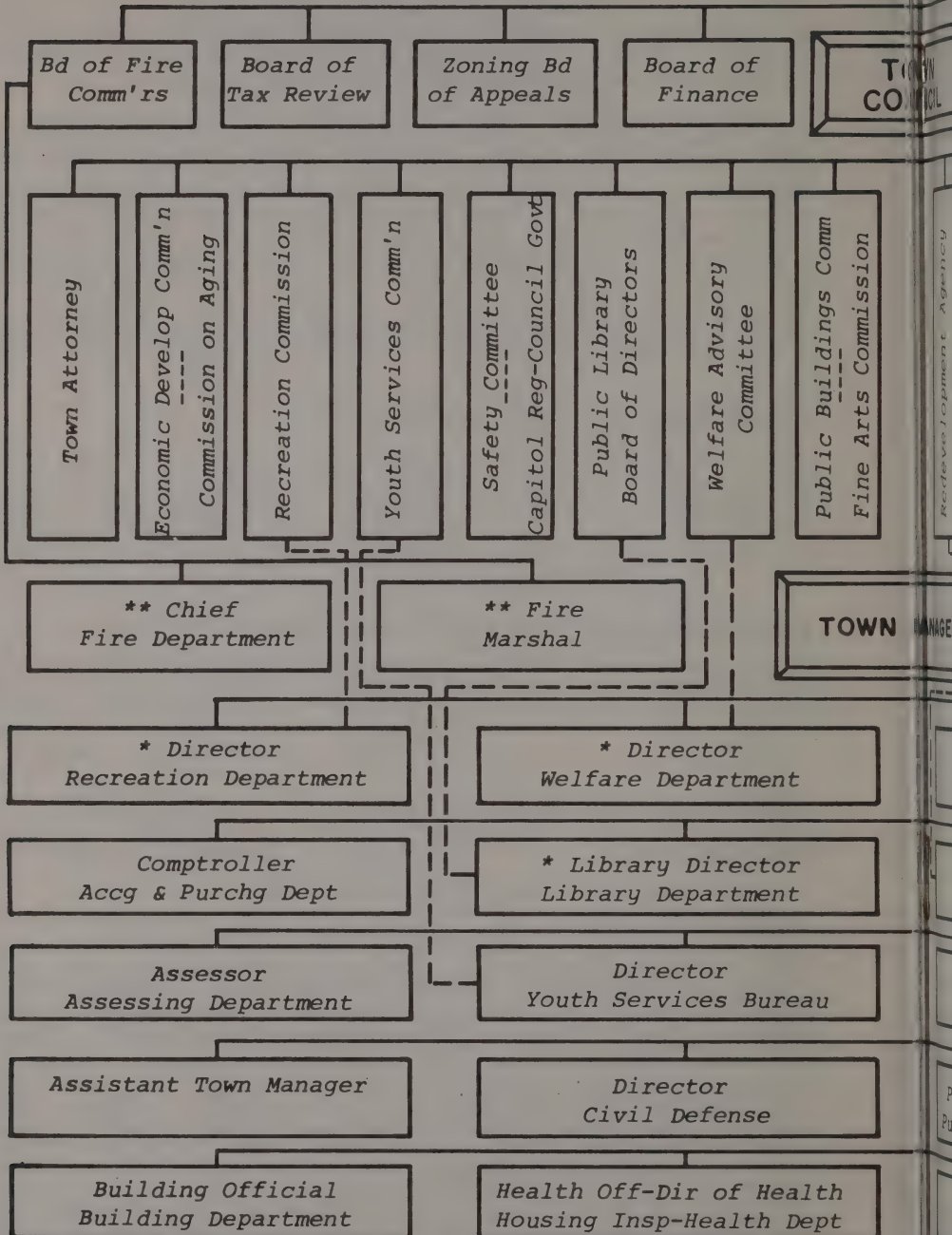
\*Included in Totals of Registrars of Voters—See Page 13.

GLASTONBURY, CONNECTICUT

COUNCIL-MANAGER FORM OF GOVERNMENT

1973

ELECTORS

TOWN  
COUNCIL

\*Serve as Executive Secretary for Commission/Committee



INCORPORATED MAY 8, 1963

ADOPTED OCTOBER 5, 1959

1974

TORS

N  
CIL

Constables

Registrars  
of Voters

Justices of  
the Peace

Board of  
Education

Redevelopment Agency

Sewer Commission

Town Plan and  
Zoning Commission

Public Housing  
Authority

Advisory Committees  
Building Bd of Appeals/  
Codes Review  
Community Beautification  
Fence Viewing  
Heritage  
Housing Code Appeals  
Incorporation of the  
Free Academy  
Insurance Advisory  
Jury Committee  
Parking Authority  
Personnel Appeals Bd  
Road Evaluation  
Sidewalk Evaluation

MANAGER

Executive Director  
Housing Authority

Superintendent  
of Schools

\* Superintendent  
Sanitation Dept

\* Assistant Town Manager For  
Community Development

\* Executive Director  
Redevelopment Agency

Tax Collector  
Tax Collection Dept

Superintendent  
Highway Department

Town Clerk  
Town Clerk Department

Parks Supt-Tree Warden  
Public Grounds Department

Town Engineer  
Town Engineer Department

Chief  
Police Department

Citizens Advisory Comm'e  
Conservation Commission

Appointed by Council upon recommendation of Fire Commissioners



Police Chief Francis J. Hoffmon, Jr., inspecting Crime Control Van made available through LEAA funding.

### POLICE DEPARTMENT

**GRANTS**—FY 73-74 for the Police Department will be remembered as the "Year of the Grant." The Department was the recipient of \$20,273 in funding; \$4,400 from the Connecticut Safety Commission (CSC) and \$16,273 from the Connecticut Planning Commission on Criminal Administration (CPCCA) the state agencies for dispensing U.S. Highway Safety and LEAA (Law Enforcement Assistance Administration) funds to local communities as follows:

**Dispatcher:** \$5590 (CPCCA) this grant brought the dispatchers up to full strength—5—and released a sworn officer to police duties.

**Portable Radios:** \$1950 (CPCCA) this grant provided for the purchase of three portable radios thus enabling officers to have instant communication with Police Headquarters at all times especially when out of the cruisers.

**Moving Radar:** \$4400 (CSC) this grant provided for the purchase of two sophisticated pieces of radar equipment to combat the rising accident rate and increased complaints of speeding. From March thru June 1974 officers spent 930 hours in radar enforcement, issued 46 verbal warnings, 410 written warnings and 13 summonses. Motor vehicle accident statistics January thru June comparing 1973 and 1974 and reflecting radar training and enforcement program March thru June 1974 showed the following:

	JAN	FEB	MAR	APR	MAY	JUNE	TOTAL
1973	36	37	52	55	50	58	288
1974	43	43	37	42	36	47	248

**Crime Prevention Officer:** \$4333 (CPCCA) The hiring of the 5th civilian dispatcher permitted the assignment of a Crime Prevention Officer. The grant provided for one month's training at the University of Louisville, the purchase of a van and equipment. The officer has engaged in an extensive program of educating the public in the areas of protecting home and property from intruders, self-protection, business protection techniques and alerting police of suspicious circumstances. That the public has responded and is co-operating is apparent from the 33% increase in reporting of suspicious persons.

### OFFENSES—

	1973	1974		1973	1974
Part I (Serious) Crimes	295	* 482	Misc. Non-Criminal	1736	1475
Part II (Less Serious) Crimes	1437	1247	Police Services	2402	2450
			<b>TOTALS</b>	<b>5870</b>	<b>5654</b>

\*It should be noted that part of this increase is due to more accurate reporting from an informed public,



## FIRE DEPARTMENT

**ALARMS**—Alarms increased 7% over last year. Notwithstanding the regulation which prohibits open burning, brush and grass fires, both accidental and set, were responsible for more alarms than any other kind. Motor vehicle accidents and fires accounted for 65 alarms while home appliances and heating devices were third with 52. Including still alarms, and stand-by duty at revival, the total number for the year was 434.

## SUMMARY OF FIRE ALARMS

Classification	Number	Classification	Number
Brush and Grass Fires .....	115	False Alarms .....	23
Vehicle Fires & Accidents .....	65	A.D.T. Alarms .....	4
Home Appliances .....	52	Flooded Basements .....	36
Dwelling Fires .....	47	Mutual Aid .....	4
Other Buildings .....	28	Revival .....	12
Street electric wires .....	30	Miscellaneous .....	14
Bomb Threats .....	4		
		<b>TOTAL</b>	<b>434</b>

**LOSSES**—During the period there was no loss of life directly attributable to fire. Major fires occurred at Franklin's Pharmacy and at Frank's Supermarket: the Gideon Welles House was damaged, and a home on Chestnut Hill Road sustained considerable damage. Other losses were of a relatively minor nature.

**EQUIPMENT**—In December, the Town received a new 1500 GPM Maxim pumper for Co. #1. This unit, painted high-visibility lime-yellow, has twice the pumping capacity of the pumper which it replaced. A new 1500 GPM Maxim pumper has been ordered for Co. #4 as the next step in the planned replacement of equipment more than 20 years old. After careful study and a number of visits to various fire departments and fire equipment manufacturers, specifications are being prepared for a new aerial platform which will provide more adequate protection for the rapidly increasing number of large commercial and industrial buildings in Glastonbury.

## FIRE MARSHAL

**INSPECTIONS**—Inspections were made of all places of public assembly, public schools, churches, nursery schools and convalescent and rest homes. As part of a continuing fire inspection program, apartment complexes, service stations, most commercial and industrial occupancies and one bulk oil terminal was inspected.

**FIRE DRILLS**—Review of plans and occupancy inspections were made with Building Inspector Bernard Dion and fire drills were held in public schools in cooperation with Safety Director William Faber.

**TRAINING/EDUCATION**—In addition to acting in the absence of the Fire Marshal, Deputy Fire Marshal Edwin Behrendt, Jr., prepared and distributed to service stations the applicable requirements for self-service operations and composed a detailed investigation and fire report form for use in local files. The Fire Chief and Fire Marshal attended the annual Connecticut State Fire Marshal's Conference held at the State Police Academy in Meriden.

## TOWN ENGINEER

**PRIVATE PROJECTS**—This office continues to expend a good portion of its time in reviewing plans for all proposed subdivisions and site developments. Among the larger projects, inspected for conformance with Town standards, were Tanglewood Estates—Section II, Addison Grove, Vintage Homes—Section V, Chamberlain Estates (Surrey Hill), Neipsic Springs, Bidwelltown, Tarry Brook, Country Craftsman Village and Worthington Heights. New roads accepted as Town roads, following department inspection and approval, were Wood Pond Road, Nuthatch Knob, and Towhee Lane.

**PUBLIC WORKS PROJECTS**—Drainage problems have placed an increasing workload upon the department. Preliminary surveying, engineering design and field stake out have been undertaken on numerous projects. A contract was awarded and completed to correct a major portion of a severe drainage problem on Benton Lane—department forces did all surveying, engineering and most of the inspection of this work. Other projects concluded were the reconstruction of the westerly end of Overlook Road and the replacement of a bridge on Weir Street. Efforts have continued in expanding the Town's sanitary sewers—preliminary surveys and designs have been undertaken to extend sewers on Naubuc Avenue, Bell Street, Griswold Street and Addison Road.

**PROFESSIONAL ASSISTANCE**—These services include surveying, drafting and technical assistance and are available to other departments of the Town administration, private businesses, public utilities and private individuals. All plans of the Redevelopment Agency are reviewed to insure that all work conforms to Town standards. The location of the Gideon Welles House was established and the ultimate plans for the Welles-Chapman Tavern, as well as the entire site, shall be finalized by the department staff.

**MAPPING PROGRAM**—Phase VI, the final phase, has been completed. Emphasis is now being placed upon completion of the property line delineation on these maps, which are about 60% completed. The maps have become increasingly valuable to the several Town functions such as planning, assessing, as well as engineering. The private sector has made more and more use of these maps, as evidenced by the volume of sales of prints. Negatives (3" x 5") of all the maps (344) have been prepared and are stored in a local bank safe deposit box.

## YOUTH SERVICES BUREAU

**PROGRAMS SPONSORED**—The scope of programs at the Bureau has increased since its creation in 1970. Under the umbrella of the Bureau three programs now exist:

**The Youth Services Bureau (YSB)**—Walk-in drop-in counseling, consultation to schools, community groups and the police, short-term direct services, programming such as Outward Bound, film, dances, music and youth advocacy.

**The Youth Resource Center (YRC)**—Longer term direct service, complimentary educational services, in-service training research and creative experiences.

**The Youth Employment Program (YEP)**—A job referral program aimed as a matchup service for youth, between the ages of 12 and 21, with prospective employers. The YEP and the Youth Services Bureau also sponsor (with Federal Funds) the neighborhood Youth Corps each summer.

## PROGRAM REESULTS—

Jobs filled	797	YRC: Inquiries 128, Referrals 128, Treated cases 80
YSB cases	239	Youths Registered 650



## HIGHWAY DEPARTMENT

**GENERAL**—During the period the department completed total maintenance on more than 138 miles of roads, which included paving, cleaning catch basins, road curbing, sweeping and the annual spring and fall curb-side trash pickup. **STORM FELIX** made heavy demands on the department—between December and March many man hours were spent cutting and clipping trees and cleaning up in general.

**ROADS**—In constructing several drainage projects and rebuilding roads, employees of the department used the following materials in accomplishing their work:

- a. 107,943 gallons of oil applied to streets
- b. Street curbing laid totaled 9,675 feet
- c. Used 4,316 tons of bituminous concrete—Town funded
- d. Used 624 tons of bituminous concrete—State funded
- e. Installed 5,422 feet of drainage pipe
- f. Applied 6,119 gallons of tar—State funded
- g. Applied 50,103 square yards of road surfacing slurry seal—State funded

**SNOW/ICE REMOVAL**—Department crews responded to 14 storms—5 occurring on weekends—using 5,518 yards of sand and 700 tons of salt. Where heavy drifting was anticipated more than 6,500 feet of snow fence was erected along the sides of roads.

**LAND FILL/RECYCLING OPERATION**—Daily disposal of trash and other operations were conducted at the landfill on a six day a week schedule. Average daily tonnage received approximated 65 tons. Scrap tires were collected and transported—for a fee—by a contractor to a recycling facility. Metals, glass and newspapers were also collected and sold.

**DEMOLITION MATERIALS DUMP**—Opened in April—just off Old Maid's Lane. Open by appointment, demolition materials and stumps that cannot be dumped at the landfill can be brought here. A small fee is charged for this service.

**PERSONNEL**—Departmental employees total 34.

## STREET LIGHTING

Operating costs for all public street lights are paid for using Town funds. During the fiscal year the energy charge, including the fuel adjustment, for the 854 such lights totaled \$39,272.42 up \$2,919.23 (8.1%) over the previous period.

INCANDESCENT			MERCURY	
Number		Lumens	Number	Lumens
206		1,000	112	3,350
239	(open)	2,500	47	7,000
78	(closed)	2,500	11	7,000*
59		4,000	10	11,000
14		6,000	38	21,000
36	fluorescent	21,200	2	54,000
2	400 watt floodlights		*low mounted—underground	

Residents of a neighborhood may petition the Town to install new or additional lights for public streets.



**O. V. ERLANDSON**  
 Assistant Building Inspector  
 Awarded State Certification  
 As Building Official Nov. 28, 1973



Relocated and Renovated  
**ST. JOHN THE BAPTIST**  
 Ukrainian Catholic Church

### BUILDING INSPECTION DEPARTMENT

**CONSTRUCTION**—Estimated cost of construction during the period was \$11,709,010 up \$946,227 over the previous year (\$10,762,783). Department revenues totaled \$73,645.10 up \$2,457.80 from FY 1972-73 (\$71,187.30).

**PERMITS AND INSPECTIONS**—A total of 1,825 permits and 365 Certificates of Occupancy (CO's) were issued. Inspections conducted, involving all phases of construction and land use, numbered 3,950 and 91 complaints were investigated.

**OTHER ACTIVITIES**—In addition to receiving applications and maintaining records for the Zoning Board of Appeals, the Building Official enforces Building-Zone Regulations, the building code, related mechanical codes and serves as Chairman, Housing Codes Appeals Committee. As an added responsibility, the Building Official is presently charged with coordinating the movement of the Gideon Welles House to its former location and with the planning for its restoration upon completion of the relocation.

### SUMMARY OF ACTIVITIES FY 1973-74

NEW HOUSES			COMMERCIAL-INDUSTRIAL		Additions, Alt., Repairs and Miscellaneous		BUILDING TRADES PERMITS ISSUED		
Month	No.	Value	No.	Value	No.	Value	Plbg.	Elec.	Oil Htg: Burn
July	20	\$ 515,450	1	\$ 914,600	37	\$ 184,065	38	30	26
August	19	503,310	1	121,430	35	177,085	45	57	39
September	21	582,134	1	353,000	28	72,576	20	14	13
October	12	368,000	1	1,278,570	42	95,166	36	42	44
November	7	203,900	1	48,000	24	93,675	21	33	32
December	12	409,862		—	12	13,720	20	21	20
January	4	127,500		—	21	61,080	13	26	20
February	11*	281,150	1	85,000	19	38,115	18	41	27
March	70*	1,563,480	1	36,000	36	89,387	38	54	34
April	19	543,430	1	45,300	36	78,749	57	70	22
May	10	315,800	1	82,000	69	193,231	34	39	61
June	14	419,200	3	202,000	37	159,295	22	39	27
<b>Totals</b>	<b>219*</b>	<b>5,833,216</b>	<b>12</b>	<b>3,165,900</b>	<b>396</b>	<b>1,256,144</b>	<b>362</b>	<b>466</b>	<b>365 1</b>

\*Includes 54 Row Houses.

1. Three apartments (55 units) started—estimated construction cost \$526,500.
2. Renovation of Academy School started—estimated cost \$927,250.
3. Estimated value of all construction started—\$11,709,010.



## ASSESSING DEPARTMENT

**GRAND LIST**—The final net Grand List for January 1, 1974 reflects an increase of \$95,088,865 over that of 1973. This substantial increase of 68% is attributable to the revaluation of all property in Glastonbury. Totals include:

GROSS ASSESSMENT	\$253,544,489
PLUS EXEMPT PROPERTIES	31,643,306
GROSS GRAND LIST	285,187,795
LESS GROSS EXEMPTIONS	-49,665,840
NET TAXABLE GRAND LIST	235,521,955
1973 NET TAXABLE GRAND LIST	140,433,090
NET INCREASE—1974	\$ 95,088,865 (68%)

Land increased substantially more than buildings, and residential real estate increased more than commercial-industrial real estate. This follows the typical economic trends existing throughout the northeast. Breakdown follows:

Lots	+158%	Dwellings	+50%
Acreage	+186%	Commercial	+46%

Motor vehicles are not affected by revaluation and increased in number by 751, netting a 12% dollars increase.

**SUBSTANTIAL TAXPAYERS**

Hale Farms Apartments	\$2,336,720
Consolidated Cigar	1,997,490
Connecticut Light & Power Co.	1,687,700
Tyrol & Wethey Company	1,637,600
Colonial Village	1,608,770
Meadow Hill Corporation	1,513,790

**REVALUATION**—The United Appraisal Company entertained 950 appeals at their informal hearings. The Board of Tax Review attracted 650 appeals and made a total net reduction of \$2,889,185, approximately 1%. An in-depth study of sales following the revaluation indicated that overall residential and land assessments were averaging 67.5% of current market value.

**SUMMARY**—If this year's Grand List were used to finance last year's budget, the mill rate would have been approximately 34 mills. However, though the Grand List increased 68%, the current budget increased over 11% from last year, netting a mill rate of 38 mills, which is a decrease of 33% from last year's rate of 57 mills.

**\*GLASTONBURY IN THE COLONIAL RECORDS****'THE NAME GLASTONBURY'**

"In a petition to the Assembly the name Glastonbury appears three times and this more than a hundred years before the name was thus officially spelled."

\*Public Records of the Colony of Connecticut, Volume XII, Page 389, May 1765. Wethersfield and her Daughters from 1634 to 1934.

## RECREATION DEPARTMENT

The department provides a comprehensive municipal recreation and leisure service operated in accordance with policies established by the Recreation Department.

**PARTICIPATION**—Although detailed attendance records are not kept by the department, the following totals are indicative of the scope of operations:

Instructional Programs	2,016 registrants
Competitive Programs	1,256 registrants
Recreational Programs	100,000 visits*
a) Tennis Court Telephone Reservations	3,850
b) Pool Passes	Family Passes 175
	Individual Passes 37
	Eastbury Stickers 142

\*represents approximate number of recorded visits to recreation programs/facilities

**PROGRAMS**—A variety of family-centered programs was offered to all age groups.

Instructional	Competitive	Recreational
*AquaCade	Bantam Basketball	After-School Sports
Ballet	Junior Basketball	Ice Skating
Baton	*Girls' Basketball	Open Gym Programs
Boating Safety	"Over 30" Basketball	Playground Programs
Diving	Girls' Baseball	*Shoddy Mill Day Camp
Golf	Junior Golf	Roller Skating
Gymnastics	*Junior Soccer	Senior Citizen's Club
Karate	"Slow-Pitch" Softball	Skiing
Painting	Swimming	Glastonbury Modelers
Radio Club	Tee-League	Swimming
Roller Skating	Tennis	Tennis
Scuba	Volleyball	Children's Theatre
Swimming	Spring Festival	
Tennis		
Tiny Tots		
Water Ballet		

\*New Programs

### Services Added

A tennis court reservation system whereby courts can be reserved up to three days in advance by telephone.

**FACILITIES**—the recreation department offices were moved in August to the former Curriculum Center building on Hubbard Street.

### Added, Repaired, or Discontinued

1. Academy Recreation Center was abandoned as a program site in June due to building renovation
2. Welles Village Community Center was leased from the Housing Authority in June as an alternate site for programs formerly held at Academy
3. A new community softball field was developed at J. B. Williams Park.





### BOARD OF EDUCATION

**Seated L-R:** Maureen Labenski—Eleanor R. Geiser, Chairman—Jeanne B. Pearson—Dr. MaryAnn Zaiman, Vice Chairman

**Standing L-R:** Joseph Trustey—George D. Royster, Jr.—Richmond Perley—N. Robbins Winslow, Secretary—Mark Zampino, Student Representative

### SIGNIFICANT ACTIONS OF THE BOARD

**INSTRUCTION Approved:**—Offering of five adult courses in cooperation with Manchester Community College . . . Establishment of special education programs at the elementary and junior high school levels for socially and emotionally maladjusted students . . . Establishment of the position of Director of Guidance and Psychological Services . . . Summer school program with the addition of two remedial programs for handicapped children at the pre-school and elementary school age levels . . . Appropriation to investigate establishment of programs for gifted students . . . Addition to High School Program of Studies of academic courses in science, art, government, and religion . . . Advanced high school courses to be conducted in liaison with the University of Connecticut's cooperative program.

**GRANT APPLICATIONS Authorized:**—Negotiation of contracts for continued enrollment of 81 children from Hartford in Glastonbury Public Schools . . . Renewal of applications to fund Language Development Project at Naubuc and Academy Schools and Special Project for Economically Disadvantaged Students at Gideon Welles School . . . Application to Connecticut Commission on the Arts to improve art instruction for handicapped children.

**BUILDINGS AND SITES Accepted:**—Final plans for renovation of Academy School . . . Completion of the expansion project at Glastonbury High School subject to official acceptance by the Public Buildings Commission.

**MISCELLANEOUS Voted:**—Adoption of policy related to Age of Majority . . . Acceptance of Program-Oriented Budget format . . . Establishment of committee to study feasibility of adults auditing high school classes . . . Joining by the Glastonbury Board of Education in defense of the suit Lumpkin vs. Meskill and designation of Attorney Ralph Elliott to conduct the defense . . . Participation with Central Connecticut State College in a study to develop a Competency Based Teacher Evaluation and Certification Program.



**ELEANOR R. GEISER**  
**Chairman**  
**Board of Education**

**GLASTONBURY PUBLIC SCHOOLS**  
 GLASTONBURY, CONNECTICUT 06033

BOARD OF EDUCATION OFFICE  
 WILLIAMS STREET  
 633 5231

Annual Report of the Chairman of the Board of Education

To the Citizens of Glastonbury:

It has been another eventful year for the Glastonbury Public Schools. The interest, responsiveness and support of everyone concerned have continued to give constructive direction to the Board of Education. Following a formally adopted Philosophy and Goals for our school system by the Board of Education, the administration and staff are moving forward with written objectives in relation to the stated goals. This interwoven process will be most useful for the success of our educational system.

The Board of Education adopted a policy of holding a series of workshops to aid itself in becoming more fully informed about school programs. The first year has proven the value of this type of self-education and it is hoped future workshops will expand the Board's comprehension of programs in our school system. The Board requires as much information as it can obtain for making its decisions.

Among the "firsts" this past year were "Career Month in Industrial Arts" and "Senior Citizens Day". Both were most successful. March 1 marked the opening of a store in Glastonbury High School. The operation will be run by students in connection with retail studies. And for the first time the Welles-Turner Library Auditorium was used for kindergarten registration. Thanks go to Mr. Dennis Weir, his staff and the elementary school guidance counselors for a successful registration. It is also important to mention some on-going benefits for which the Board of Education is most grateful. First, there is the generous annual contribution from the Glastonbury Free Academy Fund to our secondary school libraries. Second, the Glastonbury Council of Parents, Teachers and Students Organization through its Cultural Arts Committee provides free supplementary music, drama and art programs for all students. Third, school volunteers assist and augment instructional programs and services throughout the school year.

I am glad to report there have been informal liaison meetings with members and administrators of the Board of Finance and Town Council. Exchanging information and discussing items of mutual concern in this setting can be of help as we all serve Glastonbury. The proportionate share of local tax effort for education has gone down for the 1974-1975 fiscal year. The four men and the four women who are members of the Board of Education pledge that these funds will be spent prudently.

Respectfully submitted,

*Eleanor R. Geiser*

Eleanor Geiser, Chairman  
 Glastonbury Board of Education

September 1, 1974





**DR. HUGH MCG. WATSON**  
**Superintendent of Schools**  
**Appointed December, 1965**

**GLASTONBURY PUBLIC SCHOOLS**

GLASTONBURY, CONNECTICUT 06033

Annual Report of the Superintendent of Schools

BOARD OF EDUCATION OFFICE  
WILLIAMS STREET  
633 5231

To the Glastonbury Board of Education:

The year 1974 has been marked with efforts in several directions toward introducing different aspects of management by objectives into the operation of the school system. Task forces of teaching and administrative-supervisory staff members worked last summer to develop instructional objectives at different grade levels for reading and writing. During this past year these objectives served as guideposts for school programs particularly at the elementary school level. Task forces also developed objectives from goals in career education and physical education which had been set forth by the Board of Education a year earlier.

More systematic management of school operations came also within the sphere of budgeting where, upon agreement with the Board of Finance and Town Council, transition from the traditional line-item type of budget to a program budget format was accomplished. Particular credit for this format development and systems transition belongs to Richmond Perley, former chairman of the Board of Education, and Henry Schoebel, Assistant Superintendent of Schools. Through this new accounting system school costs will be more closely identifiable with particular educational programs.

A significant step in the Board of Education's capital improvements program was taken during the past year with decisive approval at a referendum for the renovation of the older portions of the Academy School building. Through this renovation needed building improvements will be made and space reorganized to increase the building's capacity by 200 students. Excellent liaison with the Public Buildings Commission, presentations by Board of Education members to many community groups, and skillful building management by principal Donald Wilson were important factors in the beginning stages of this building renovation project.

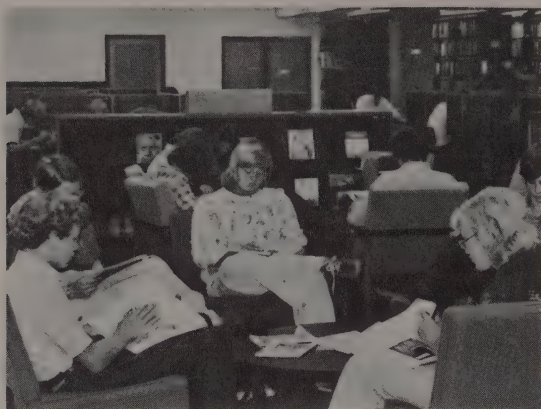
Another important step in building utilization was achieved with the loan of the Hubbard Street Curriculum Center to the Town for use by the Youth Services Bureau and the Recreation Department. With Town Office building conditions becoming crowded, this space provided some temporary relief. More effective space utilization at the Board of Education building was also achieved with the moving of the Curriculum Center into the former Board of Education meeting room on the second floor in the building on Williams Street.

To you as Board of Education members, I wish to express my appreciation for your guidance and support. The interest, the time, and the talent you have devoted in the interests of developing the best educational program possible have resulted in improved opportunities for youth within the Town of Glastonbury. The community can take pride in your sincerity and your dedication.

Respectfully submitted,

*Hugh Watson*  
Hugh Watson  
Superintendent of Schools

September 1, 1974



READING ROOM  
HIGH SCHOOL LIBRARY

### EXCERPTS FROM REPORTS OF DEPARTMENTAL DIRECTORS

- English** Three new courses—Introduction to Poetry, Introduction to Shakespeare, and Understanding the Mass Media—were introduced as junior or senior English electives at Glastonbury High School.
- Social Sciences** The required United States History courses at the eleventh grade level was expanded to permit students to select from a combination of two semester survey courses which are essentially a chronological view of our history or a variety of nine-week courses that focus on specific topics.
- Industrial Arts** A greater emphasis this year was placed on career opportunities as they relate to the various industrial arts areas. During the month of March twelve representatives from the business and industrial community came to the school to talk to students about occupations in which the students had expressed an interest.
- Music** The production of the musical "Oklahoma" at Glastonbury High School provided many students opportunities not only in the musical aspect but also in the areas of lighting, staging, costuming, designing, and drama.
- Art** Close cooperation with the education department at the Wadsworth Antheneum Museum resulted in many worthwhile field trips developed jointly by art teachers in Glastonbury and the staff of the Antheneum.
- Science** A new course in earth science was introduced at Glastonbury High School. An expanded environmental education program was brought into the curriculum for Grades 4 and 5 in all elementary schools.
- Special Education** This past year saw an increase in the number of special education programs provided for children with learning disabilities and emotional maladjustments hindering potential for learning. Some additional classes were established, and resource teachers and tutorial assistance provided for individual students requiring special help. While the overall program expenditures increased, more children were provided services locally, and fewer children had to be sent to private institutions outside of the Town of Glastonbury.



# STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS A COMPARISON

Receipts From	FY 1972-73	% of Total		FY 1973-74	% of Total
Opening Cash	\$ 254,409.90			\$ 246,450.45	
United States					
Vocational Education ..	7,500.00	.07		5,000.00	.05
Title VII .....	—			18,700.00	.17
Revenue Sharing .....	—			236,000.00	2.15
Interest Revenue Sharing	—			8,254.71	.08
State of Connecticut					
Education .....	1,539,658.92	15.06		1,559,569.28	14.21
Construction (School) ..	223,914.95	2.19		207,175.95	1.89
Emergency Employment Act .....	46,064.24	.45		20,794.12	.19
Housing Code .....	10,000.00	.10		8,000.00	.67
In Lieu of Taxes .....	61,286.30	.60		73,635.87	.67
Miscellaneous .....	66,305.00	.65		99,661.98	.91
Town					
Taxes & in lieu of Taxes	7,719,362.99	75.51		8,176,084.34	74.49
Bd of Ed Misc .....	65,859.80	.64		37,495.33	.34
Interest Earned .....	114,743.57	1.12		226,670.75	2.07
Building Inspector .....	71,187.30	.70		73,645.10	.67
Town Clerk .....	63,001.13	.62		60,805.85	.54
Sewer Sinking Fund ..	25,000.00	.24		25,000.00	.23
Bond Capital Project Fund .....	88,073.54	.86		9,345.87	.09
Other Depts/Misc .....	121,174.51	1.19		130,742.49	1.18
Total Cash Receipts .....	10,223,132.25	100.00		10,976,582.09	100.00
Total Cash .....	10,477,542.15			11,223,032.54	
Investment Princ. Return	8,083,348.16			8,156,634.28	
TOTAL RECEIPTS ..	\$18,560,890.31			\$19,379,666.82	
Total Receipts .....	\$18,560,890.31			\$19,379,666.82	
Total Disbursements ..	18,317,439.86			19,262,888.09	
Cash at End of Year ..	\$ 243,450.45			\$ 116,778.73	
Disbursements	FY 1973-73	% of Total		FY 1973-74	% of Total
Insurance & Bonds .....	123,755.13	1.24		153,666.57	1.40
Capital Improvements ..	157,476.13	1.58		251,600.15	2.29
Financial Admin.* .....	121,747.85	1.22		133,820.95	1.22
Pension Plan .....	149,490.85	1.50		179,332.34	1.63
Libraries .....	137,791.00	1.38		146,056.28	1.33
Health & Sanitation **	178,972.16	1.79		229,263.15	2.09
General Government***	389,789.86	3.91		507,738.21	4.62
Public Safety .....	588,533.76	5.87		685,876.85	6.24
Public Works .....	695,074.14	6.97		811,225.68	7.37
Bonds & Interest .....	1,515,418.50	15.20		1,466,350.17	13.34
Board of Education ..	5,917,991.85	59.34		6,426,308.06	58.47
Total Expend.					
(against approp) ...	9,976,041.22	100.00		10,991,238.40	100.00
Encumbrances .....	(50,911.75)				
Transfer to Reserve Fund	258,126.98			241,812.91	
Payment at Encumb.					
prev. year .....	—			50,911.75	
Petty Cash .....	15.00			50.00	
Transfer Sewer Oper. Fund	—			15,474.08	
Investments Purchased ..	8,134,168.41			7,963,400.95	
TOTAL					
DISBURSEMENTS	\$18,317,439.86			\$19,262,888.09	

\*Comptroller, Assessor, Tax Coll & Bd of Finance

\*\*Sewer Comm., Health Dept. & Refuse Disposal

\*\*\*Town Mgr., Staff Agencies, Youth Services  
Bureau, Recreation, Welfare and Unclassified  
Recreation, Welfare and Unclassified

(a)

Minister, lawyer and doctor of medicine. Influential leader in the early development of Glastonbury. One of the most distinguished men of his day.

# APPROPRIATIONS FOR YOUR GOVERNMENT

## BUDGET FOR FY:

GENERAL GOVERNMENT	1972-73	1973-1974	1974-1975
Town Council	\$ 8,513*	\$ 14,515*	\$ 16,789*
Board of Finance	300	489	624
Town Manager	60,381	67,134	73,233
Town Plan & Zoning Commission	20,256	3,750	5,695
Community Development	—	30,814	35,636
Zoning Board of Appeals	1,300	1,300	1,420
Board of Tax Review	218	a.	a.
Totals	\$ 90,968	\$ 118,002	\$ 133,395

a. Included in Assessor's Budget

## STAFF AGENCIES

Town Clerk	\$ 32,023	\$ 35,844	\$ 38,118
Town Attorney	18,000	18,000	22,200
Probate Court	1,570	1,570	2,370
Registrars	12,745	17,245	14,150
Community Beautification	50	1,050	1,275
Public Building Commission	450	450	450
Economic Development Commission	1,500	5,300	3,850
Conservation Commission	250	2,350	2,700
Citizens Advisory Committee	250	250	250
Fine Arts Commission	—	—	300
Totals	\$ 66,838	\$ 82,059	\$ 85,663

## PUBLIC SAFETY

Police Department	\$ 439,557	\$ 510,501	\$ 592,805
Fire Department	76,835	88,570	108,771
Civil Defense	1,870	1,994	2,188
Street Lighting	36,920	38,000	53,000
Fire Marshal	4,500	4,500	5,000
Safety Committee	—	—	100
Totals	\$ 559,682	\$ 643,565	\$ 761,864

## PUBLIC WORKS

Highway Department	\$ 447,734	\$ 501,393	\$ 555,480
Park and Public Grounds	119,502	144,680	166,727
Town Engineer	51,258	76,479	89,452
Building Inspection Department	46,412	58,642	57,865
Public Buildings—			
Town Office Building	39,434	45,459	54,781
Totals	\$ 704,340	\$ 826,653	\$ 924,305

## FINANCIAL ADMINISTRATION

Tax Collector	\$ 34,161	\$ 40,982	\$ 44,622
Comptroller	49,127	51,307	57,521
Assessor	41,316	44,849	51,073
Totals	\$ 124,604	\$ 137,138	\$ 153,216

## HEALTH AND SANITATION

Sewer Commission	\$ 94,678	\$ 82,746	\$ 136,134
Health Department	54,135	60,981	70,753
Refuse Disposal	32,686	31,193	35,536
Totals	\$ 181,499	\$ 174,920	\$ 242,423

## HUMAN RESOURCES

Welfare Department	\$ 74,059	\$ 79,746	\$ 79,267
Youth Services Bureau	32,519	41,528	55,133
Commission on Aging	150	6,930	9,160
Recreation Commission	82,799	110,000	114,498
Totals	\$ 189,653	\$ 238,204	\$ 258,058



## APPROPRIATIONS FOR YOUR GOVERNMENT (Cont.)

## BUDGET FOR FY:

	1972-73	1973-1974	1974-1975
<b>LIBRARIES</b>			
Welles-Turner Memorial	\$ 134,470	\$ 145,290	\$ 164,428
South Glastonbury	1,750	1,750	2,000
East Glastonbury	1,750	1,750	2,000
Totals	\$ 137,970	\$ 148,790	\$ 168,428
<b>GENERAL</b>			
Insurance Bonds	\$ 123,747	\$ 157,754	\$ 172,011
Pension Plan—Social Security	143,094	177,758	198,244
Unclassified**	26,622	30,346	39,163
Totals	\$ 293,463	\$ 365,858	\$ 409,418
Total—General Town Operation	\$2,348,927	\$ 2,735,189	\$ 3,136,770
Capital Improvements Program	158,812	252,509	343,109
Total—General Town Budget	\$2,507,739	\$ 2,987,698	\$ 3,479,879
Contingency			
(Gen. Town and Bd. of Ed.)	\$ 70,500	\$ 70,000	\$ 110,000
Bonds and Interest	1,533,877	1,478,354	1,498,626
	\$1,604,377	\$ 1,548,354	\$ 1,608,626
<b>TOTALS</b>			
General Town Budget			
Contingency, Bonds & Interest	\$ 4,112,116	\$ 4,536,052	\$ 5,088,505
BOARD OF EDUCATION	5,890,000	6,392,000	7,100,000
GRAND TOTAL—			
APPROPRIATIONS	\$10,002,116	\$10,928,052	\$12,188,505

\*Includes funds for Annual Town Audit

\*\*Includes special police details, holiday observance, cemeteries, real estate tax and sewer assessments.

## GENERAL FUND REVENUES

## BUDGETED RECEIPTS FOR FISCAL YEAR:

	1972-1973	1973-1974	1974-1975
Property Taxes—Current	\$ 7,278,673	\$ 7,724,522	\$ 8,593,770
Property Taxes—Prior	130,000	132,000	142,661
Penalties	30,000	33,000	35,000
Current Taxes	16,000	90,000	85,000
Subtotal	\$ 7,454,673	\$ 7,979,522	\$ 8,856,431
In Lieu of Taxes	\$ 138,845	\$ 137,524	\$ 176,490
Education	1,578,075	1,646,300	1,917,150
Public Works	52,113	89,590	77,000
Human Resources	69,950	114,323	89,870
State Grants—School Construction	223,911	207,719	225,215
Public Safety	28,500	33,330	59,107
Town Clerk	42,300	62,900	55,500
Libraries	20,135	16,900	17,800
Health and Sanitation	10,915*	51,015*	47,900
Interest Earned	105,000	176,000	208,000
Revenue Sharing	—	254,000	337,790
Miscellaneous—Unclassified	139,003	18,950	50,302
TOTAL RECEIPTS	\$ 9,863,420	\$10,788,073	\$12,118,555
Cash on Hand Beginning of FY	138,696	139,979	69,950
GRAND TOTALS	\$10,002,116	\$10,928,052	\$12,188,505

\*Includes Housing Code Enforcement Grants

REPORT OF PROPERTY TAX COLLECTIONS YEAR ENDED JUNE 30, 1974

Grand List	DUE DATE OF TAX	COLLECTIBLE 7/1/73	DEDUCTIONS	ADDITIONS	ADJUSTED COLLECTIBLES
1/1/73	7/15/73	8,031,468.10	18,272.76	59,509.45	8,072,704.79
1/1/72	7/15/72	141,885.59	369.36	267.76	141,783.99
1/1/71	7/15/71	36,131.99	866.45	379.57	35,645.11
1/1/70	7/15/70	20,703.51	35.28	186.48	20,854.71
1/1/69	7/15/69	8,971.76	—	134.25	9,106.01
1/1/68	7/15/68	3,083.38	—	212.75	3,296.13
1/1/67	7/15/67	1,332.30	—	113.98	1,446.28
Prior Years	—	1,846.77	—	34.10	1,880.87
		<u>\$8,245,423.40</u>	<u>\$19,543.85</u>	<u>\$60,838.34</u>	<u>\$8,286,717.89</u>

ACTUAL COLLECTIONS DURING YEAR

GRAND LIST	TAXES	TRANSFERRED TO SUSPENSE	COLLECTIBLE BUT UNCOLLECTED END OF YEAR
1/1/73	7,961,336.42	1,602.81	109,765.56
1/1/72	88,850.03	12,079.55	40,854.41
1/1/71	17,864.53	4,244.10	13,536.48
1/1/70	6,024.12	1,363.50	13,467.09
1/1/69	2,903.60	320.96	5,881.45
1/1/68	2,351.86	14.72	929.55
1/1/67	1,095.72	13.12	337.44
Prior Years	1,262.54	19.04	599.29
	<u>\$8,081,688.82</u>	<u>\$19,657.80</u>	<u>\$185,371.27</u>
	33,973.70 Interest		
	1,253.76 Lien Fees		
	<u>\$8,116,916.28</u>		
	Grand Total Collected		



# LONG TERM INDEBTEDNESS—ANALYSIS OF CHANGE

Amount of Original Issue	Balance Outstanding July 1, 1973	Balance Outstanding June 30, 1974
<b>General Town</b>		
Town Office Building, September 1, 1949 @ 3.7%	\$ 94,000	\$ 74,000
J. B. Williams Park, February 1, 1964 @ 3.2%	15,000	0
Uniform Fiscal Year, June 1, 1970 @ 5.9%	700,000	600,000
Road Construction, April 1, 1971 @ 3.9%	610,000	530,000
Firehouse Co. #1, April 1, 1971 @ 3.9%	320,000	280,000
Redevelopment Project	400,000	380,000
<b>SUB-TOTAL</b>	<b>\$ 2,139,000</b>	<b>\$ 1,864,000</b>
<b>School</b>		
High School & Elementary, September 1, 1955 @ 2.7%	\$ 120,000	\$ 60,000
Hebron Avenue School, December 1, 1957 @ 3.4%	0	0
Hebron Avenue Addition, September 1, 1959 @ 3.7%	19,000	9,000
Buttonball School, October 1, 1960 @ 3.5%	80,000	70,000
Academy Jr. High, October 1, 1960 @ 3.5%	360,000	315,000
Hopewell School, April 15, 1962 @ 3.5%	405,000	360,000
Eastbury Addition, February 1, 1964 @ 3.2%	320,000	285,000
Gideon Welles Jr. High, April 1, 1967 @ 3.6%	1,865,000	1,730,000
Athletic Facilities Serial Note @ 3.85%	100,000	75,000
High School Addition, June 1, 1972 @ 5.0%	4,020,000	3,805,000
High School Addition (A)	1,575,000	0
Academy School (A)	—	0
<b>SUB-TOTAL</b>	<b>\$ 8,864,000</b>	<b>\$ 7,619,000</b>
<b>Sewer</b>		
Salmon Brook Extension—Sewers (A)	\$ 800,000	\$ 1,175,000
South Glastonbury—Sewers (A)	500,000	500,000
Salmon & Hubbard Brook, June 1, 1970 @ 5.9%	560,000	480,000
Sewer Assessment Notes (A)	900,000	760,000
Secondary Treatment Plant (A)	1,500,000	1,200,000
<b>SUB-TOTAL</b>	<b>\$ 4,260,000</b>	<b>\$ 4,115,000</b>
<b>GRAND TOTALS</b>	<b>\$15,263,000</b>	<b>\$13,598,000</b>

## STATEMENT OF DEBT LIMITATION

	Debt Limitation	Indebtedness	Debt	Indebtedness	Debt Limit, in
			Limitation	Subject to	Excess of Outstanding
				Limitation	& Authorized Debt
General Purposes	(2 1/4 x \$8,182,711.74)	\$1,484,000.00*	\$18,411,101.00	\$ 884,000.00	\$17,527,101.00
Schools	(4 1/2 x 8,182,711.74)	7,909,000.00	36,822,203.00	7,909,000.00	28,913,203.00
Sewers	(3 3/4 x 8,182,711.74)	9,265,000.00	30,685,169.00	9,265,000.00	21,420,169.00
Urban Renewal	(3 1/4 x 8,182,711.74)	475,000.00	26,593,813.00	475,000.00	26,118,813.00
Overall Limitation (cannot exceed 7 times annual tax receipts)					
7 x \$8,182,177.74					\$57,278,982.00
Indebtedness subject to Limitation					18,533,000.00
Debt Limitation in Excess of Outstanding & Authorized Debt					\$38,745,982.00

**RESERVE FUND**  
**For Capital and Non-Recurring Expenditures**  
**Balance Sheet**

		<b>June 30, 1974</b>
<b>ASSETS</b>		
Cash in Bank .....		\$ 87,443.16
Investments—Treasury Bills at cost ..	\$ 197,586.69	
Investments—Certificate of Deposit ..	200,000.00	397,586.69
		<u>\$ 485,029.85</u>
<b>APPROPRIATIONS AND UNEXPENDED BALANCE</b>		
Appropriations Unexpended .....		\$ 229,038.41
Unexpended Fund Balance .....		255,991.84
		<u>\$ 485,029.85</u>

**CASH RECEIPTS AND DISBURSEMENTS**

<b>BALANCE</b>	July 1, 1973 .....		\$ 249,840.22
<b>RECEIPTS</b>			
Transfer from General Fund .....	\$ 241,812.91		
Principal Investment Return .....	1,378,459.17		
Interest Earned .....	24,805.26		
National Drive .....	7,426.00		
State of Connecticut			
Cotton Hollow .....	12,357.44		
Shoddy Mill .....	24,713.00		
Bond Capital Project			
Academy School .....	79,000.00		
Miscellaneous .....	92.23		
			<u>1,768,666.01</u>
			<u>\$2,018,506.23</u>

**DISBURSEMENTS**

Expenditures against Appropriations ..	\$ 351,437.71	
Purchase of Treasury Bills .....	1,079,625.36	
Purchase of Certificates of Deposit ..	500,000.00	<u>\$1,931,063.07</u>

<b>BALANCE</b>	June 30, 1974	
The Glastonbury Bank & Trust Company .....		<u>\$ 87,443.16</u>

**STATEMENT OF TOWN AID ROAD ACCOUNT**

**Town Aid Account**

<b>BALANCE</b>	July 1, 1973 (Unallotted and Unexpended) .		\$ 281,212.04
<b>ADD</b>	July 1, 1973 Allocation		
Town Aid .....	\$ 99,550.00		
Unimproved Town Aid .....	7,313.00		
			<u>\$ 106,863.00</u>
			388,075.04
			144,487.33
<b>DEDUCT</b> —Expenditures During Fiscal Year .....			
<b>BALANCE</b>	June 30, 1974 (Unallotted and Unexpended)		<u>\$ 243,587.71</u>
Unexpended Balance of projects started but			
not yet completed .....			190,014.90
<b>AVAILABLE FOR AGREEMENT</b> .....			<u>\$ 33,572.81</u>

**EXPENDITURES BY PROJECTS**

Project Number	Allotment	Expenditures	Balance
14.310-53-173-18	\$ 20,598.55	\$ 20,598.55	\$ —
14.310-53-174-18	65,681.72	9,164.04	56,517.68
14.440-53-122-06	115,113.75	113,924.74	1,189.01
14.440-53-122-11	102.25	—	102.25
14.440-53-122-27	800.00	800.00	—
14.440-53-123-06	3,381.73	—	3,381.73
14.440-53-123-27	232.75	—	232.75
	<u>\$205,910.75</u>	<u>\$144,487.33</u>	<u>\$61,423.42</u>



**AUDITORS' REPORT**

SIGAL, TRAGER, GURNE & KAUFMAN  
749 North Main Street  
West Hartford, Connecticut 06117

Town Council  
Town of Glastonbury  
Glastonbury, Connecticut

October 31, 1974

Gentlemen:

We have examined the financial transactions recorded in the books and records of the Town of Glastonbury for the year ended June 30, 1974. Our examination was made in accordance with generally accepted auditing standards and in conformity with the applicable requirements of the State Tax Commissioner concerning municipal audits, and accordingly included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances. Information and explanations were obtained from officials.

In our opinion, to the best of our knowledge and belief based on such examination, the attached Exhibits "A" and "X" and supporting schedules, accompanied by explanatory comments and recommendations, present fairly the financial position of the various funds of the Town of Glastonbury as of June 30, 1974 and the results of the Town's operations and changes in funds for the year then ended, in conformity with generally accepted principles of municipal accounting.

Sigal, Trager, Gurne & Kaufman  
Certified Public Accountants

/s/Arthur E. Pascoe, C.P.A.  
Partner

**AUDITORS' COMMENTS**

**SCOPE OF AUDIT**—Cash on hand was counted during our examination and reconciled with book balances. Cash on deposit in commercial banks was confirmed by direct correspondence with the depositories and reconciled to book balances. All passbooks for cash on deposit in savings banks were examined and balances confirmed by direct correspondence with the depositories. Book balances had been reconciled with bank balances monthly by employees of the Town. Cash receipts were promptly and properly deposited and could be traced to definite deposits or groups of deposits. All securities owned by the various funds of the Town were confirmed by direct correspondence with the bank where they are held for safekeeping. Security transactions and income from securities were examined in detail and ascertained to be in order.

As required by the State Tax Commissioner, uncollected property taxes as of June 20, 1974, were confirmed in writing to the extent of 10% in amount and number. No exceptions were disclosed. The rate books for uncollected taxes were taped and found to be in agreement with the control accounts at the date of confirmation and at June 30, 1974. The property tax assessment abstract was properly prepared and sworn. Uncollected special assessments were confirmed in writing as of June 20, 1974. The confirmations comprised at least 10% in amount and number of the total and no exceptions were disclosed.

Disbursements were test-checked to the extent of at least twenty-five percent of all items. Vouchers and supporting invoices were examined for correctness of extensions, amounts charge against proper appropriations, charge to proper fiscal period, proper authorization and the taking of discounts when available. Cancelled checks relating to these were examined for proper payee, endorsements, signatures and amounts.

All bond, note and coupon transactions during the year were verified with the bank to ascertain that only those maturing during the year or open from prior year maturities had been paid and that all bonds and coupons had been destroyed by the bank.

**RESUME OF OPERATIONS**—The budget for the year ended June 30, 1974 as recommended by the Town Council was approved at a Town Meeting on June 4, 1973. Actual revenues totaled \$10,979,042.98—appropriations \$10,991,238.40 with a surplus of \$139,979.00 from previous year allocated to the budget. Net adjustments from other funds and miscellaneous adjustments totaled \$285,769.07 resulting in a General Fund—Fund Balance of \$298,961.42 (down \$297,964.49 from previous year) at end of fiscal year.

A tax rate of 57 mills was approved on the Grand List of January 1973 to become due and payable July 15, 1973 and January 15, 1974. General Fund Cash decreased from \$247,214.45 at June 30, 1973 to \$117,592.73 (—\$129,621.72) at June 30, 1974 and uncollected taxes decreased from \$213,955.30 at June 30, 1973 to \$185,365.58 (—\$28,586.72) at June 30, 1974. Long term indebtedness decreased by \$890,000.00

**RECORDS MANAGEMENT/GENERAL CONDUCT OF OFFICES**—The financial records of the Town in general were maintained in a satisfactory manner. The general conduct of offices as relates to the financial records was satisfactory. See recommendations.

**CONTINGENT LIABILITIES AND PENDING LAWSUITS**—We have been informed by Corporation Counsel that there is a condemnation suit on trial where a land owner is claiming additional remuneration for property taken—possible additional exposure to the Town is \$100,000. Another case is pending where the Town may have to fulfill a contractual obligation to construct approximately 573 feet of road.

### AUDITORS' RECOMMENDATIONS

1. The cash balances in some of the funds are being kept in regular savings. We recommend that cash requirements in the funds be reviewed and consideration be given to putting the money into higher yielding long-term savings.
2. We recommend that budgetary transfers and additional appropriations approved by the Board of Finance and the Town Council be kept in a permanent type ledger and clearly marked when posted into the Town accounting records. We found one item which was overlooked and two items which were put on the records prematurely.
3. Through discussion with the Town Controller we have learned that our prior year recommendation to expand the accounting system is being implemented by the purchase of a new accounting machine and the adoption of a full encumbrance system. During the transition period we will be available for any discussion or conference when necessary.
4. We recommend that the financial records of the Town be kept in "fire resistive" vaults or safes when not in use.



## SCHEDULE OF EVENTS—DATES TO REMEMBER

1974	EVENT	MUNICIPAL HOLIDAYS
July 1—	Beginning of fiscal year	Independence Day
July 15—	First tax payment due	Labor Day
September 1—	Sewer connection charges due	Columbus Day
November 1—	Sewer use charges due	Election Day
December 31—	Last day to file veterans' discharges	Veterans' Day
		Thanksgiving Day
		Christmas Day
		New Year's Day
		Lincoln's Birthday
		Washington's Birthday
		Good Friday
		Memorial Day
1975		
January 15—	Second tax payment due	
January 30—	Deadline to apply for P.A. 490 exemption	
February 1—	Deadline for filing personal property	
April 1—	Sewer assessment bills due on Salmon-Hubbard Brook Project	
April 15-May 15—	Board of Tax Review, as scheduled	
May 1—	Sewer assessment bills due on Installation #3	
May 15—	Deadline to apply for elderly exemption	
June—	Dogs licensed for coming year starting July 1	
	Not later than June 5—Annual Town Meeting on budget	
	June 30—End of fiscal year	

## COUNCIL-COMMISSION MEETINGS

TOWN COUNCIL	Second and fourth Tuesday, each month
TOWN PLAN & ZONING COMMISSION	First and third Tuesday, each month
BOARD OF FINANCE	First Tuesday, each month
BOARD OF EDUCATION	Third Monday, each month except if it falls on a holiday in the school calendar—in that case meeting held fourth Monday of month

Meetings of other Boards and Commissions, special meetings, dates of hearings and voter-making sessions are announced in newspapers in advance and held in Town Office Building.

All meetings are public—you are invited to attend.

## REMINDER

## LIBRARY HOURS:

Welles-Turner: Monday-Friday 9 A.M.-9 P.M.; Saturday 9 A.M.-12:30 P.M.  
(Closed Saturdays during July and August)

South Glastonbury: Monday & Thursday 1:30-4:00 P.M. and 7:00-9:00 P.M.;  
Wednesday 10:00-12:00 A.M.; Sunday 2:00-4:00 P.M.

Story Hour: Thursday 10:00-11:00 A.M.

Summer Hours: Monday & Thursday 7:00-9:00 P.M.; Sunday 2:00-4:00 P.M.

East Glastonbury: Monday & Thursday 1:00-4:00 and 7:00-9:00 P.M.;  
Tuesday 9:00 A.M.-5:00 P.M.

Summer Hours: Monday & Thursday 2:00-4:00 P.M. and 7:00-9:00 P.M.;  
Tuesday 9:00 A.M.-3:00 P.M.

TOWN OFFICE BUILDING HOURS: Monday through Friday 8:30 A.M.-4:30 P.M.

BOARD OF EDUCATION OFFICER HOURS: Monday through Friday 8:00 A.M.-5:00 P.M.

REFUSE DISPOSAL AREA, New Lndn. Tpke.: 8:30 A.M.-4:00 P.M. Closed Sun. & Holidays

ASSESSMENT DATE: January 1st.

PERSONAL PROPERTY TAX LIST: 10% added to total if list not declared by Feb. 1

SEWER CONNECTION CHARGES: Due September 1. Interest on delinquent installments accumulates at rate of 9% per annum, starting one month after due date of installment, effective from due date.

SEWER USE CHARGES: Due November 1, with 30 days to pay without interest.

TOWN TAX BILLS: If payment is not made within one month from due date, the installment will become delinquent and subject to interest at the rate of 9% per annum with a minimum interest charge of \$2.00.

VOTER REGISTRATION: Town Office Building, 7-9 P.M. fourth Tuesday of month; or Town Clerk's Office M-F 8:30 A.M.-4:30 P.M.

<p><b>Bulk Rate</b></p> <p><b>U.S. Postage</b></p> <p><b>Glastonbury, CT.</b></p> <p><b>Permit No. 133</b></p>
--

## TELEPHONE DIRECTORY

### FIRE AND POLICE EMERGENCY . . . 911

For those residents not having a 633 telephone prefix the numbers are  
**FIRE EMERGENCY 633-9421      POLICE EMERGENCY 633-9411**

Be sure to give clearly your name and address as well as the nature of your emergency. Do not hang up until you are sure that your message has been understood.

**WE NEED YOUR HELP. PLEASE DO NOT CALL THE FIRE OR POLICE PHONE NUMBERS DURING A FIRE EMERGENCY UNLESS ABSOLUTELY NECESSARY.**

The dispatcher must be free to route fire trucks and fire department personnel to a fire. If the phone lines are monopolized by people asking routine questions or questions about the location of the fire, the dispatcher may be unable to reach the fire trucks and firemen. This could result in serious delays in getting to a fire, with possible property damage and even loss of life.

CALL THE:	FOR ANSWERS ON:	PHONE:
Assessor .....	Property Assessments .....	633-5231
Building Inspector .....	Building Permits, Zoning Board of Appeals .....	633-5231
Comptroller .....	Bills & Accounts, Purchasing .....	633-5231
Director of Health .....	Public Health Matters— Applications for Burning .....	633-5231
Dog Warden .....	Dog Problems, Dead Animals .....	633-8301
Glastonbury Housing Authority	Public Housing/Housing for Elderly	633-1133
Highway Superintendent .....	Street/Road Maintenance, Snow Removal, Landfill .....	633-5231
Parks Superintendent .....	Parks/Public Grounds/Tree Problems	633-5231
Police Department .....	Police (Routine) .....	633-8301
Recreation Director .....	Recreation .....	633-5231
Recreation Answering Service	Scheduled Events .....	633-5550
Redevelopment Agency .....	Urban Redevelopment .....	633-6791/2
Registrar .....	Voting, etc.* .....	633-5231
Still Hill Boarding Home ....	Town Farm .....	633-7328
Superintendent Sanitation Dept.	Sanitary Sewers, Treatment Plant	633-5231
Superintendent of Schools .....	Schools and Education .....	633-5231
Tax Collector .....	Taxes—Fees .....	633-5231
Town Clerk	Birth & Death Certificates, Property Deeds, Fishing/Hunting/ Dog Licenses, Elections, Voting Registration, Majority Cards .....	633-5231
Town Engineer .....	Engineering, Drainage, etc. ....	633-5231
Town Manager .....	Administration .....	633-5231
Town Planner .....	Town Plan & Zoning Commission, Municipal Planning .....	633-5231
Visiting Nurse Association ...	Public Nursing, Clinics .....	633-2011
Welfare Director .....	Welfare & Relief .....	633-5231
Welles-Turner Library .....	Libraries .....	633-1300
Youth Services Bureau .....	Youth Counseling, Youth Activities	633-6079

\*If no answer, call Town Clerk